

April 1, 2003

MEMORANDUM

TO: All holders of the Department of Education's Instructor's Manual for California's Bus Driver's Training Course, also known as the instructor's classroom manual.

SUBJECT: Instructor's Manual for California's Bus Driver's Training Course,
REVISION #1-03

This revision to the Instructor's Manual for California's Bus Driver's Training Course is necessary due to legislative changes affecting *Vehicle Code* Section 22112. Principle changes are listed below.

Chapter VII:

- Changes to *Vehicle Code* Section 22112, which requires the deactivation of the school bus amber warning light system upon reaching a school bus stop, exempts the use of the amber warning light system at exempt stops, requires the driver, prior to opening the school bus door, to ensure that the flashing red light signal system and stop signal arm are activated and that it is safe to enter or exit the school bus, adds relief buses which come to the aid of a disabled bus to the exempt section, and clarifies physical assistance.
- Adds graphics to loading and unloading procedures.
- Makes technical changes to wording and definitions.

Web site instructions:

If you are downloading Unit VII from the Office of School Transportation's web-site, the unit is pdf formatted which does not allow editing of the document, and is printed out single sided only. The pdf format is necessary to prevent the corruption of information within downloaded documents. It will be necessary to take the downloaded unit, and copy the unit double-sided or back-to-back on three hole punched paper. This will make it simpler for you to insert Unit VII into the manual.

Remove

All of Chapter VII

Insert

New Chapter VII (Rev: 1-03)

Questions regarding this memorandum or any instructional materials produced by the Department of Education can be forwarded to the Office of School Transportation at (916) 375-7100. The California Department of Education's Office of School Transportation Web site is: **www.cde.ca.gov/bus**

CALIFORNIA DEPARTMENT OF EDUCATION

Instructor's Manual for California's Bus Driver's
Training Course

UNIT VII PASSENGER LOADING AND UNLOADING

April 1, 2003

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	<p><u>PASSENGER SAFETY LESSON PLAN</u></p> <p>Topics</p> <ol style="list-style-type: none"> 1. Required equipment 2. School bus stops 3. Driver's responsibilities 4. Loading and unloading procedures <p>Objectives</p> <ol style="list-style-type: none"> 1. Explain the necessary equipment for loading and unloading passengers. 2. Explain the laws that pertain to loading and unloading passengers. 3. Explain the driver's responsibilities during the loading and unloading procedures. <p>Instructional Delivery</p> <p>Lecture, discussion, application, and test.</p> <p>Equipment and Instructional Aids</p> <p>Some or all of the following instructional aids should be used in the instruction for this unit: overhead projector, slide projector, video projector, chalkboard or dry marker board, flip-chart, VCR, chalk, model buses, videos, and CDE's Danger Zones poster.</p> <p>Handouts</p> <p><u>Passenger Transportation Safety Handbook 82.7</u></p> <p>Applicable California <i>Vehicle Code</i> sections</p> <p>Applicable <i>Title 13 CCR</i> sections</p> <p>Applicable school district or company policies</p> <p>Accident statistics regarding passenger loading and unloading</p>

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	<p>Note to the instructor</p> <p>All bus drivers must learn and then use the proper procedures for controlling traffic, loading and unloading passengers, and, if applicable, escorting passengers across the highway. In addition, correct mirror use and the proper seating of passengers are related skills bus drivers must be proficient in.</p> <p>As an instructor you must be prepared to adjust this lesson to present the appropriate sections of this unit according to the class of vehicle involved; that is, school bus, school pupil activity bus (SPAB), transit bus, youth bus, farm labor vehicle, or other passenger transportation vehicle.</p> <p>Remember one of the most important procedures a bus driver will perform and, therefore, one of the most important subjects you will teach is the safe loading and unloading of passengers. This function creates some of the greatest hazards bus drivers and their passengers face. The task of passenger loading and unloading must be done in a safe and consistent manner in order to maintain a safe environment for passengers and to prevent accidents. The instruction given in this unit forms the foundation for each bus driver's future performance <i>it all begins with you!</i></p> <p>Abbreviations</p> <table> <tr> <td>CDE</td><td>California Department of Education</td></tr> <tr> <td>CHP</td><td>California Highway Patrol</td></tr> <tr> <td>EC</td><td><i>Education Code</i></td></tr> <tr> <td>FL</td><td>Farm Labor Vehicle</td></tr> <tr> <td>FMVSS</td><td>Federal Motor Vehicle Safety Standards</td></tr> <tr> <td>SB</td><td>School Bus</td></tr> <tr> <td>SPAB</td><td>School Pupil Activity Bus</td></tr> <tr> <td>TB</td><td>Transit Bus</td></tr> <tr> <td>VC</td><td><i>Vehicle Code</i></td></tr> <tr> <td>YB</td><td>Youth Bus</td></tr> <tr> <td>13 CCR</td><td><i>Title 13, California Code of Regulations</i></td></tr> <tr> <td>NHTSA</td><td>National Highway Traffic Safety Administration</td></tr> <tr> <td>NTSB</td><td>National Transportation Safety Board</td></tr> <tr> <td>NSC</td><td>National Safety Council</td></tr> <tr> <td>NASDPTS</td><td>National Association of State Directors of Pupil Transportation Services</td></tr> </table>	CDE	California Department of Education	CHP	California Highway Patrol	EC	<i>Education Code</i>	FL	Farm Labor Vehicle	FMVSS	Federal Motor Vehicle Safety Standards	SB	School Bus	SPAB	School Pupil Activity Bus	TB	Transit Bus	VC	<i>Vehicle Code</i>	YB	Youth Bus	13 CCR	<i>Title 13, California Code of Regulations</i>	NHTSA	National Highway Traffic Safety Administration	NTSB	National Transportation Safety Board	NSC	National Safety Council	NASDPTS	National Association of State Directors of Pupil Transportation Services
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	<p style="text-align: center;"><u>LAWS AND PRINCIPLES OF BUS ROUTE SAFETY</u></p>
<p>39831.3 EC</p> <p>School Bus</p>	<p>Transportation Safety Plan</p> <p>(a) The county superintendent of schools, the superintendent of a school district, or the owner or operator of a private school that provides transportation to or from a school or school activity shall prepare a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of pupils. The plan shall be revised as required. The plan shall address all of the following:</p> <ul style="list-style-type: none"> (1) Determining if pupils require escort pursuant to paragraph (3) of subdivision (c) of Section 22112 of the <i>Vehicle Code</i>. (2) (A) Procedures for all pupils in prekindergarten, kindergarten, and grades 1 to 8, inclusive, to follow as they board and exit the appropriate school bus at each pupils school bus stop. (B) Nothing in this paragraph requires a county superintendent of schools, the superintendent of a school district, or the owner or operator of a private school that provides transportation to or from a school or school activity, to use the services of an onboard school bus monitor, in addition to the driver, to carry out the purposes of this paragraph. (3) Boarding and exiting a school bus at a school or other trip destination. (b) A current copy of a plan prepared pursuant to subdivision (a) shall be retained by each school subject to the plan and made available upon request to an officer of the Department of the California Highway Patrol. <p>School Bus Emergency Procedure and Passenger Safety</p> <p>(a) All pupils in prekindergarten, kindergarten, and grades 1 to 12, inclusive, in public or private school who are transported in a school bus or school pupil activity bus shall receive instruction in school bus emergency procedures</p>
<p>39831.5 EC</p> <p>School Bus</p>	

REFERENCE	CONTENT
	<p>and passenger safety. The county superintendent of schools, superintendent of the school district, or owner/operator of a private school, as applicable, shall ensure that the instruction is provided as follows:</p> <ol style="list-style-type: none"> <li data-bbox="524 430 1432 924">(1) Upon registration, the parents or guardians of all pupils not previously transported in a school bus or school pupil activity bus and who are in prekindergarten, kindergarten, and grades 1 to 6, inclusive, shall be provided with written information on school bus safety. The information shall include, but not be limited to, all of the following: <ol style="list-style-type: none"> <li data-bbox="573 688 1169 720">(A) A list of school bus stops near each pupils home. <li data-bbox="573 741 1218 772">(B) General rules of conduct at school bus loading zones. <li data-bbox="573 793 966 825">(C) Red light crossing instructions. <li data-bbox="573 846 893 877">(D) School bus danger zone. <li data-bbox="573 898 1052 930">(E) Walking to and from school bus stops. <li data-bbox="524 951 1432 1444">(2) At least once in each school year, all pupils in prekindergarten, kindergarten, and grades 1 to 8, inclusive, who receive home-to-school transportation shall receive safety instruction that includes, but is not limited to, proper loading and unloading procedures, including escorting by the driver, how to safely cross the street, highway, or private road, instruction on the use of passenger restraint systems, as described in paragraph (3), proper passenger conduct, bus evacuation, and location of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit. As part of the instruction, pupils shall evacuate the school bus through emergency exit doors. <li data-bbox="524 1465 1432 1854">(3) Instruction on the use of passenger restraint systems shall include, but not be limited to, all of the following: <ol style="list-style-type: none"> <li data-bbox="573 1570 1323 1602">(A) Proper fastening and release of the passenger restraint system. <li data-bbox="573 1623 1328 1654">(B) Acceptable placement of passenger restraint systems on pupils. <li data-bbox="573 1675 1421 1749">(C) Times at which the passenger restraint systems should be fastened and released. <li data-bbox="573 1770 1399 1843">(D) Acceptable placement of the passenger restraint systems when not in use.

REFERENCE	CONTENT
	<p>(4) Prior to departure on a school activity trip, all pupils riding on a school bus or school pupil activity bus shall receive safety instruction that includes, but is not limited to, location of emergency exits, and location and use of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit.</p> <p>(b) The following information shall be documented each time the instruction required by paragraph (2) of subdivision (a) is given:</p> <ul style="list-style-type: none"> (1) Name of school district, county office of education, or private school. (2) Name and location of school. (3) Date of instruction. (4) Names of supervising adults. (5) Number of pupils participating. (6) Grade levels of pupils. (7) Subjects covered in instruction. (8) Amount of time taken for instruction. (9) Bus drivers name. (10) Bus number. (11) Additional remarks. <p>The information recorded pursuant to this subdivision shall remain on file at the district or county office, or at the school, for one year from the date of the instruction, and shall be subject to inspection by the Department of the California Highway Patrol.</p>

REFERENCE	CONTENT
NHTSA - NSC	<p>Walk-Ride-Walk: Getting to School Safely Program</p> <p>Although school buses are one of the safest forms of transportation, substantial pedestrian risks are associated with their trips to and from school. The risks exist because the trip usually extends from home to school and back home again. It is critical that training in school bus pedestrian safety be started at an early age and reinforced yearly. To accomplish this goal, the National Highway Traffic Safety Administration (NHTSA), in cooperation with the National Safety Council (NSC), has produced the Walk-Ride-Walk pedestrian safety program. The Walk-Ride-Walk program seeks to assist school and transportation administrators in developing and implementing policies and procedures for the safety of schoolchildren who are both pedestrians and school bus passengers. (Ref: CDE Instructor's Classroom Manual Miscellaneous Section)</p>
NASDPTS	<p>Identification and Evaluation of School Bus Route and Hazard Marking Systems</p> <p>To help ensure the safe transportation of students on school buses, NHTSA establishes and enforces a series of Federal Motor Vehicle Safety Standards governing the safety performance and manufacture of school buses. In addition, NHTSA's Guideline #17, Pupil Transportation Safety, establishes minimum recommendations for a pupil transportation safety program, including the identification, operation, and maintenance of buses used for transporting students; training of passengers, pedestrians, and bicycle riders; and administration. Even with these specific federal programs, and our own state and local school bus safety programs, several safety problems continue to exist. In October 1995, a fatal school bus accident in Illinois brought to light one of these still existing safety problems. At the conclusion of the accident investigation, The National Transportation Safety Board (NTSB) identified one</p>

REFERENCE	CONTENT
NHTSA	<p>of the factors contributing to the crash as an inadequate school district routing and hazard marking system.</p> <p>The National Association of State Directors of Pupil Transportation Services (NASDPTS), under a grant from NHTSA, has produced a report titled <u>Identification and Evaluation of School Bus Route and Hazard Marking Systems</u>. This report seeks to assist school and transportation administrators in developing and implementing policies and procedures necessary for the safety of school buses, their passengers, and the public. (Ref: CDE Instructor's Classroom Manual Miscellaneous Section)</p> <p>Safe Transportation of Preschool-Age Children in School Buses</p> <p>School-age children transported in school buses are safer than children transported in motor vehicles of any other type. As more preschool-age children are transported to school, often in school buses, the school bus industry and the public have increasingly asked NHTSA to recommend procedures for safely transporting these children. In response NHTSA conducted crash tests to determine the safest way to transport preschool- age children. The recommendations based on these tests are found in NHTSA's Guideline for the Safe Transportation of Preschool-Age Children in School Buses. The Guideline seeks to assist school and transportation administrators in developing and implementing policies and procedures for the safe transportation of preschool-age children in school buses. (Ref: CDE Instructor's Classroom Manual Miscellaneous Section)</p>

REFERENCE	CONTENT
<p>NHTSA</p> <p>NASDPTS</p>	<p>Handrails, Drawstrings and Toys</p> <p>Current styles and fads in childrens clothing and toys, and increased use of backpacks by pupils, have created new injury risks. These items, especially the drawstrings on such items, can cause death or injury if they catch on bus doors or handrails. Some of the items that can catch in a bus handrail or door are jackets, sweatshirts, and clothing with drawstrings at the neck or wrist; backpack straps; dangling key chains; toys; scarves; belt buckles; and other loose clothing.</p> <p>A drawstring at the waist, hood, or neck on clothing, or a backpack strap or dangling toy, can catch in the small gaps in a bus handrail, or on a bolt, or on the door as the child exits the bus. A drawstring with a large toggle or knot at the end or a large toy or figure dangling from a backpack is most likely to get caught. If the bus door is closed and the driver doesn't see the child, he or she could be caught, dragged, and injured. (Ref: CDE Instructor's Classroom Manual Miscellaneous Section)</p> <p>Hand-Held Items</p> <p>According to national statistics compiled by the Kansas Department of Education, each year approximately 50 percent of the children killed in school bus accidents are pedestrians. Several of these children are killed after they have exited the school bus while carrying loose items in their hands, such as papers, books, or artwork when they drop these items, they become lost from the driver's view. School transportation providers and their drivers should consider developing and implementing policies that recommend that students do not carry loose items in their hands while boarding and unloading from school buses. These items may be safely carried in students' backpacks or shoulder bags.</p>

REFERENCE	CONTENT
<p>NHTSA</p> <p>NASDPTS</p>	<p>Safe Seating</p> <p>The <i>Title 13, California Code of Regulations</i>, Section 1217(a) states that, Except as provided in subsection (e), the number of passengers (excluding infants in arms) shall not exceed the number of safe and adequate seating spaces, or for school buses, school pupil activity buses, youth buses, and farm labor vehicles, the number of passengers specified by the seating capacity rating set forth in the departmental Vehicle Inspection Approval Certificate.</p> <p>NHTSA recommends that all passengers be seated entirely within the confines of the school bus seats while the bus is in motion. Federal Motor Vehicle Safety Standard (FMVSS) No. 222, School Bus Passenger Seating and Crash Protection, requires that the interior of large buses provide occupant protection so that children are protected without the need to “buckleup.” Occupant crash protection is provided by a protective envelope consisting of strong, closely spaced seats that have energy-absorbing seat backs. Persons not sitting within or sitting partially outside of these seats will not be afforded the occupant protection provided by the seats.</p> <p>NASDPTS believes that all children riding in school buses or other buses used to transport pupils to and from school or school-related activities should be properly and safely seated facing forward. In addition, NASDPTS supports NHTSA’s position that there should be adequate space on the seat for the child to be seated completely within the seating compartment. (Ref: CDE Instructor’s Classroom Manual Miscellaneous Section)</p>

REFERENCE	CONTENT
	<u>LAWS AND REGULATIONS</u>
1217(d) 13 CCR School Bus	<p>Seat beside the Driver</p> <p>No more than two pupils shall be allowed to occupy the seating space beside the driver of a Type 2 school bus.</p>
1223 13 CCR SB-SPAB	<p>Drivers Vision</p> <p>The driver shall not allow any person to occupy a position that will interfere with the drivers vision to the front or sides, in the rearview mirrors.</p>
24002(a) VC SB-SPAB-FL TB-YB	<p>Unsafe Load</p> <p>It is unlawful to operate any vehicle or combination of vehicles that is in an unsafe condition, or that is not safely loaded, and that presents an immediate safety hazard.</p>
1216(c) 13 CCR SB-SPAB-FL TB-YB	<p>General Property</p> <p>Drivers and motor carriers shall not permit any greater quantity of freight, express, or baggage in vehicles than can be safely and conveniently carried without causing discomfort or unreasonable annoyance to passengers. In no event shall aisles, doors, steps, or emergency exits be blocked.</p>
14103(a) 5 CCR SB-SPAB	<p>Authority of Driver</p> <p>Pupils transported in a school bus or in a school pupil activity bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not</p>

REFERENCE	CONTENT
	<p>require any pupil to leave the bus en route between home and school or other destinations.</p>
<p>1217(i) 13 CCR SB-SPAB-YB</p>	<p>Ejection of Pupil at Other Than Pupils Regular Stop</p> <p>The driver of a school bus, youth bus, or SPAB shall not eject any school pupil unless the pupil is given into the custody of a parent or any person designated by the parent or school.</p>
<p>1217(a) 13 CCR SB-SPAB-FL TB-YB</p>	<p>Seating Capacity</p> <p>Except as provided in subsection (e), the number of passengers (excluding infants in arms) shall not exceed the number of safe and adequate seating spaces, or for school buses, school pupil activity buses, youth buses, and farm labor vehicles, the number of passengers specified by the seating capacity rating set forth in the departmental Vehicle Inspection Approval Certificate.</p> <p>We, at times, under certain programs, transport infants. An infant carried in the arms of another person is not counted as a passenger for determining seating capacity. Infants are children whose age, size, and weight dictate that they are normally carried in the arms of their parents. The weight of such infants is included as part of the total weight of the vehicle for purposes of determining gross vehicle weight.</p>
<p>1217(e) 13 CCR SB-SPAB-YB TB-YB</p>	<p>Standing Passengers</p> <p>A vehicle shall not be put in motion until all passengers are seated, and all passengers must remain seated while the bus is in motion. Standing passengers are permitted only on a bus (except a school bus, SPAB or youth bus) operated in regularly scheduled passenger stage service on urban and suburban service by a common carrier or publicly-owned transit system, and equipped with grab handles or other means of support for standing passengers and constructed so that</p>

REFERENCE	CONTENT
<p>standing room in the aisle is at least 74 inches high.</p> <p>1217(f) 13 CCR</p> <p>SB-SPAB-FL</p> <p>TB-YB</p>	<p>Open Doors</p> <p>While passengers are aboard, a vehicle shall not be put in motion until the doors are closed. The doors shall not be opened until the vehicle is stopped. The doors of a school bus shall be closed while the bus is in motion, whether or not there are passengers in the school bus.</p>
<p>1217(c) 13 CCR</p> <p>SB-SPAB-FL</p> <p>TB-YB</p>	<p>Step Wells</p> <p>Passengers shall not be permitted in the front step well of a bus while the vehicle is in motion.</p>
<p>1217(j) 13 CCR</p> <p>SB-SPAB-FL</p> <p>TB-YB</p>	<p>Exemptions</p> <p>The provisions of subsection (c) and (e) shall not apply to persons testing or training, maintenance personnel, a sales or manufacturer's representative, or an adult acting upon a request by a school bus or SPAB driver to supervise or assist a pupil.</p>
<p>22106 VC</p> <p>SB-SPAB-FL</p> <p>TB-YB</p>	<p>Starting or Backing of Parked Vehicles</p> <p>No person shall start a vehicle stopped, standing, or parked on a highway nor shall any person back a vehicle on a highway until such movement can be made with reasonable safety.</p>

REFERENCE	CONTENT
	<p><u>REQUIRED EQUIPMENT</u></p>
<p>22112(d)(1) VC</p> <p>School Bus</p>	<p>School Bus Signal and Stops</p> <p>Escort all pupils in prekindergarten, kindergarten, or any of grades 1 to 8, inclusive, who need to cross the highway or private road. The driver shall use an approved hand-held STOP sign while escorting all pupils.</p>
<p>25257(a) VC</p> <p>School Bus</p>	<p>School Bus Warning Signal System</p> <p>Every school bus, when operated for the transportation of school children, shall be equipped with a flashing red light signal system.</p>
<p>25257(b)(1) VC</p> <p>School Bus</p>	<p>Every school bus manufactured on or after September 1, 1992, shall also be equipped with a stop signal arm. Any school bus manufactured before September 1, 1992, may be equipped with a stop signal arm.</p>
<p>25257(b)(2) VC</p> <p>School Bus</p>	<p>Any school bus manufactured on or after July 1, 1993, shall also be equipped with an amber warning light system, in addition to the flashing red light signal system. Any school bus manufactured before July 1, 1993, may be equipped with an amber warning light system.</p>
<p>25257(b)(4) VC</p> <p>School Bus</p>	<p>A stop signal arm is a device that can be extended outward from the side of a school bus to provide a signal to other motorists not to pass the bus because it has stopped to load or unload passengers, that is manufactured pursuant to the specifications of Federal Motor Vehicle Standard No. 131, issued on April 25, 1991.</p>

REFERENCE	CONTENT
27906(a) VC	School Buses
School Bus	<p>Every school bus, while being used for the transportation of school pupils at or below the 12th-grade level shall bear upon the front and rear of the school bus a plainly visible sign containing the word "SCHOOL BUS" in letters not less than eight inches in height. The letters on school bus signs shall be of proportionate width.</p>
27906(c) VC	
School Bus	<p>Every school bus, when operated for the transportation of school pupils at or below the 12th-grade level, shall bear upon the rear of the bus below the rear windows, a plainly visible sign containing the words "STOP WHEN RED LIGHTS FLASH" in letters not less than six inches in height. The letters on school bus signs shall be of proportionate width.</p>

REFERENCE	CONTENT
<p>22500 VC</p> <p>SB-SPAB-FL</p> <p>TB-YB</p>	<p style="text-align: center;"><u>PARKING</u></p> <p>Prohibited Stopping, Standing, or Parking</p> <p>No person shall stop, park, or leave standing any vehicle, whether attended or unattended, except when necessary to avoid conflict with other traffic in compliance with the directions of a peace officer or official traffic control device, in any of the following places:</p> <p>(a) Within an intersection, except adjacent to curbs as may be permitted by local ordinance.</p> <p>(b) On a crosswalk, except that a bus engaged as a common carrier or a taxicab may stop in an unmarked crosswalk to load or unload passengers when authorized by the legislative body of any city pursuant to an ordinance.</p> <p>(c) Between a safety zone and the adjacent right-hand curb or within the area between the zone and the curb as may be indicated by a sign or red paint on the curb, which sign or paint was erected or placed by local authorities pursuant to an ordinance.</p> <p>(d) Within 15 feet of the driveway entrance to any fire station. This subdivision does not apply to any vehicle owned or operated by a fire department and clearly marked as a fire department vehicle.</p> <p>(e) In front of a public or private driveway, except that a bus engaged as a common carrier, school bus, or a taxicab may stop to load or unload passengers when authorized by local authorities pursuant to an ordinance. In unincorporated territory, where the entrance of a private road or driveway is not delineated by an opening in a curb or by other curb construction, so much of the surface of the ground as is paved, surfaced, or otherwise plainly marked by vehicle use as a private road or driveway entrance, shall constitute a driveway.</p> <p>(f) On any portion of a sidewalk, or with the body of the vehicle extending over any portion of a sidewalk, except electric carts when authorized by local ordinance, as specified in Section 21114.5. Lights, mirrors, or devices that are required to be mounted upon a vehicle under this code may extend from the body</p>

REFERENCE	CONTENT
	<p>of the vehicle over the sidewalk to a distance of not more than 10 inches. (Ref: <i>Vehicle Code</i> Section 35109)</p> <p>(g) Alongside or opposite any street or highway excavation or obstruction when such stopping, standing, or parking would obstruct traffic.</p> <p>(h) On the roadway side of any vehicle stopped, parked, or standing at the curb or edge of a highway, except for a school bus when stopped to load or unload pupils in a business or residence district where the speed limit is 25 miles per hour or less.</p> <div data-bbox="475 682 1432 1245" data-label="Image"> <p>The diagram shows a top-down view of a street intersection. A dashed white line runs horizontally across the middle of the frame, representing a center line. Below this line, a solid white line represents the curb. Several vehicles are parked along the curb. From left to right, there is a white van, a white car, a white car, a white car, a white car, and a white car. The white van is parked behind the first white car, and the second white car is parked behind the third white car, illustrating double-parking. To the right of the vehicles, there is a grey rectangular area representing a building or a large trash bin. Below the curb, there is a sidewalk with six white rectangular trash bins. The entire scene is enclosed in a black rectangular border.</p> </div> <p>Figure Unit VII-01. Double-parking in a business district</p> <p>(i) Except as provided under Section 22500.5, alongside curb space authorized or the loading and unloading of passengers of a bus engaged as a common carrier in local transportation when indicated by a sign or red paint on the curb erected or painted by local authorities pursuant to ordinance.</p> <p>(j) In a tube or tunnel, except vehicles of the authorities in charge, being used in the repair, maintenance, or inspection of the facility.</p> <p>(k) Upon a bridge, except vehicles of the authorities in charge, being used in the repair, maintenance, or inspection of the facility, and except that buses engaged as a common carrier in local transportation may stop to load or unload passengers upon a bridge where sidewalks are provided, when authorized by local authorities pursuant to an ordinance, and except that local authorities pursuant to an ordinance or the Department of Transportation pursuant to an order, within their</p>

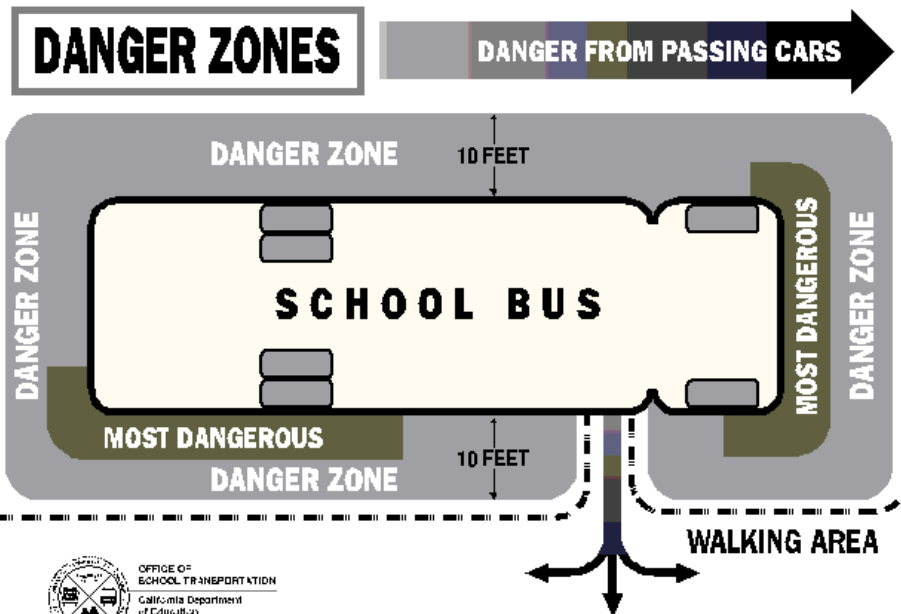
REFERENCE	CONTENT
<p>22500.1 VC</p> <p>SB-SPAB-FL</p> <p>TB-YB</p>	<p>respective jurisdictions, may permit parking on bridges having sidewalks and shoulders of sufficient width to permit parking without interfering with the normal movement of traffic on the roadway. Local authorities, by ordinance or resolution, may permit parking on these bridges on state highways in their respective jurisdictions if the ordinance or resolution is first approved in writing by the Department of Transportation. Parking shall not be permitted unless there are signs in place, as may be necessary, to indicate the provisions of local ordinances or the order of the Department of Transportation.</p> <p>(l) In front of that portion of a curb that has been cut down, lowered, or constructed to provide wheelchair accessibility to the sidewalk and that is designated for wheelchair access by either a sign or red paint on the curb pursuant to an ordinance of the local authority.</p> <p>Additional Prohibited Stopping, Standing or Parking: Fire Lane</p> <p>In addition to Section 22500, no person shall stop, park, or leave standing any vehicle, whether attended or unattended, except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or official traffic control device along the edge of any highway, at any curb, or in any location in a publicly or privately owned or operated off-street parking facility, designated as a fire lane by the fire department or fire district with jurisdiction over the area in which the place is located.</p> <p>The designation shall be indicated (1) by a sign posted immediately adjacent to, and visible from, the designated place clearly stating in letters not less than one inch in height that the place is a fire lane; (2) by outlining or painting the place in red and, in contrasting color, marking the place with the words "FIRE LANE," which are clearly visible from a vehicle; or (3) by a red curb or red paint on the edge of the roadway upon which is clearly marked the words "FIRE LANE."</p>

REFERENCE	CONTENT
22504(a) VC SB-SPAB-FL TB-YB	<p>Unincorporated Area Parking</p> <p>Upon any highway in unincorporated areas no person shall stop, park, or leave standing any vehicle, whether attended or unattended, upon the roadway when it is practicable to stop, park, or leave the vehicle off such portion of the highway, but in every event an unobstructed width of the highway opposite a standing vehicle shall be left for the free passage of other vehicles, and a clear view of the stopped vehicle shall be available from a distance of 200 feet in each direction upon the highway. This section shall not apply upon a highway where the roadway is bounded by adjacent curbs.</p>
22504(b) VC SB-SPAB-FL TB-YB	<p>This shall not apply to the driver of any vehicle which is disabled in such a manner and to such extent that it is impossible to avoid stopping and temporarily leaving the disabled vehicle on the roadway.</p>
22515(a) VC SB-SPAB-FL TB-YB	<p>Unattended Vehicles</p> <p>No person driving, or in control of, or in charge of, a motor vehicle shall permit it to stand on any highway unattended without first effectively setting the brakes thereon and stopping the motor thereof.</p>
22515(b) VC SB-SPAB-FL TB-YB	<p>No person in control of, or in charge of, any vehicle, other than a motor vehicle, shall permit it to stand on any highway without first effectively setting the brakes thereon, or blocking the wheels thereof, to effectively prevent the movement of the vehicle.</p>
22502(a) VC SB-SPAB-FL TB-YB	<p>Curb Parking</p> <p>Except as otherwise provided in this chapter every vehicle stopped or parked upon a roadway where there are adjacent curbs shall be stopped or parked with</p>

REFERENCE	CONTENT
22502(b) VC SB-SPAB-FL TB-YB	<p>the right-hand wheels of such vehicle parallel with and within 18 inches of the right-hand curb. Where no curbs or barriers bound any roadway, right-hand parallel parking is required unless otherwise indicated.</p> <p>The provisions of subdivision (a) or (e) do not apply to a commercial vehicle if a variation from the requirements of subdivision (a) or (e) is reasonably necessary to accomplish the loading or unloading of merchandise or passengers on, or from, such vehicle and while anything connected with such loading, or unloading, is being executed.</p>
22502(c) VC SB-SPAB-FL TB-YB	<p>This subdivision shall not be construed to permit any vehicle to stop or park upon a roadway in a direction opposite to that in which traffic normally moves upon that half of the roadway on which such vehicle is stopped or parked.</p> <p>Notwithstanding the provisions of subdivision (b), local authorities may, by ordinance, prohibit commercial vehicles from stopping, parking, or standing on one side of a roadway in a business district with the wheels of such vehicle more than 18 inches from the curb.</p> <p>The ordinance shall be effective only if signs are placed in the areas to which it is applicable clearly indicating the prohibition.</p>
22502(e) VC SB-SPAB-FL TB-YB	<p>Upon a one-way roadway, vehicles may be stopped or parked as provided in subdivision (a) or with the left-hand wheels parallel to and within 18 inches of the left-hand curb, except that motorcycles, if parked on the left-hand side, shall have either one wheel or one fender touching such curb. Where no curb or barriers bound any such one-way roadway, parallel parking on either side is required unless otherwise indicated.</p> <p>The provisions of this subdivision shall not apply upon the roadways of a divided highway.</p>

REFERENCE	CONTENT
	<p data-bbox="477 275 915 321" style="text-align: center;"><u>SCHOOL BUS STOPS</u></p> <p data-bbox="477 415 1089 457">School Bus Signal and School Bus Stop</p> <p data-bbox="500 485 1430 1087"> (a) On approach to a school bus stop where pupils are loading or unloading from a school bus, the school bus driver shall activate an approved amber warning light system, if the school bus is so equipped, beginning 200 feet before the school bus stop. The school bus driver shall deactivate the amber warning light system after reaching the school bus stop. The school bus driver shall operate the flashing red light signal system and stop signal arm, as required on the school bus, at all times when the school bus is stopped for the purpose of loading or unloading pupils. The flashing red light signal system, amber warning lights system, and stop signal arm shall not be operated at any place where traffic is controlled by a traffic officer or at any location identified in subdivision (e) of this section. The school bus flashing red light signal system, amber warning lights system, and stop signal arm shall not be operated at any other time. </p> <p data-bbox="500 1108 1430 1245"> (b) The school bus driver shall stop to load or unload pupils only at a school bus stop designated for pupils by the school district superintendent or authorized by the superintendent for school activity trips. </p> <p data-bbox="500 1266 1430 1497"> (c) When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, at a location where traffic is not controlled by a traffic officer, the driver shall, before opening the door, ensure that the flashing red light signal system and stop signal arm are activated, and that it is safe to enter or exit the school bus. </p> <p data-bbox="500 1518 1430 1707"> (d) When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, at a location where traffic is not controlled by a traffic officer or official traffic control signal, the school bus driver shall do all of the following: </p> <p data-bbox="524 1728 1430 1864"> (1) Escort all pupils in prekindergarten, kindergarten, or any of grades 1 to 8, inclusive, who need to cross the highway or private road upon which the school bus is stopped. The driver shall use an approved hand-held "STOP" </p>

REFERENCE	CONTENT
	<p>sign while escorting all pupils.</p> <p>(2) Require all pupils who need to cross the highway or private road upon which the school bus is stopped to walk in front of the bus as they cross.</p> <p>(3) Ensure that all pupils who need to cross the highway or private road upon which the school bus is stopped have crossed safely, and that all other pupils and pedestrians are a safe distance from the school bus before setting the school bus in motion.</p> <p>(e) Except at a location where pupils are loading or unloading from a school bus and must cross a highway or private road upon which the school bus is stopped, the school bus driver may not activate the amber warning light system, the flashing red light signal system and stop signal arm at any of the following locations:</p> <p>(1) School bus loading zones on or adjacent to school grounds or during an activity trip, if the school bus is lawfully stopped or parked.</p> <p>(2) Where the school bus is disabled due to mechanical breakdown. The driver of a relief bus that arrives at the scene to transport pupils from the disabled school bus shall not activate the amber warning light system, the flashing red light system, and stop signal arm.</p> <p>(3) Where a pupil requires physical assistance from the driver or authorized attendant to board or leave the school bus and providing the assistance extends the length of time the school bus is stopped beyond the time required to load or unload a pupil that does not require physical assistance.</p> <p>(4) Where the roadway surface on which the bus is stopped is partially or completely covered by snow or ice and requiring traffic to stop would pose a safety hazard as determined by the school bus motor carrier.</p> <p>(5) On a state highway with a posted speed limit of 55 miles per hour or higher where the school bus is completely off the main traveled portion of the highway.</p> <p>(6) Any location determined by a school district, with the approval of the Department of the California Highway Patrol, to present a traffic or safety hazard.</p>

REFERENCE	CONTENT
	<p>(f) Notwithstanding subdivisions (a) to (d), inclusive, the Department of the California Highway Patrol may require the activation of an approved flashing amber warning light system, if the school bus is so equipped, or the flashing red light signal system and stop signal arm, as required on the school bus, at any location where the department determines that the activation is necessary for the safety of school pupils loading or unloading from a school bus.</p> <p>Danger Zones</p> <p>Drivers must be aware of the many dangers associated with the areas outside the vehicle referred to as the danger zones. Drivers must check all mirrors for any pupils, pedestrians, or other problem objects in the danger zones prior to moving the vehicle. It is critical that proper mirror procedures be used before and during any movement of the vehicle.</p> <div data-bbox="475 1066 1430 1822">  <p>The diagram illustrates the danger zones around a school bus. A yellow school bus is shown with a grey 10-foot wide danger zone extending 10 feet behind it. A 'DANGER FROM PASSING CARS' arrow points to the rear. 'MOST DANGEROUS' zones are marked at the front corners. A 'WALKING AREA' is shown at the rear with arrows indicating pedestrian movement. The diagram is titled 'DANGER ZONES' and includes the logo of the Office of School Transportation, California Department of Education.</p> <p>Figure Unit VII-02. Danger Zones</p> </div>

REFERENCE	CONTENT
<p>1238(a) 13 CCR</p> <p>SB-SPAB</p> <p>1238(b) 13 CCR</p> <p>School Bus</p>	<p>School Bus Stops</p> <p>Designated stops. School bus and SPAB stops made for receiving and discharging pupils shall be designated by the school district superintendent.</p> <p>Prohibited Stops</p> <p>A school bus stop shall not be designated at the following locations:</p> <p>(1) Within 200 feet of the nearest rail of any railroad crossing or grade, except at railroad stations or on highways that parallels the railroad tracks.</p> <div data-bbox="474 720 1421 1045" data-label="Image"> <p>Figure Unit VII-03. Stop not allowed, less than 200 feet from the nearest rail</p> </div> <p>(2) The left-hand side of any highway.</p> <div data-bbox="474 1218 1421 1482" data-label="Image"> <p>Figure Unit VII-04. Stop not allowed on the left-hand side of the highway</p> </div> <p>(3) On a divided or multiple-lane highway where pupils must cross the highway to board or after exiting the bus, unless traffic is controlled by a traffic officer or official traffic control signal. For the purposes of this subsection, a multiple-lane highway is defined as any highway having two or more lanes of travel in each direction.</p>

REFERENCE	CONTENT
	<div data-bbox="475 268 1386 646" data-label="Image"> <p>The diagram shows a top-down view of a divided highway. It has a central median and two main travel directions, each with multiple lanes. Several vehicles, including cars and a large truck, are positioned in various lanes across the highway. The vehicles are represented by simple icons: small rectangles for cars and a larger rectangle with a box for the truck. The lanes are separated by dashed lines, and the median is a solid line.</p> </div> <p data-bbox="475 688 1432 720">Figure Unit VII-05. Stop not allowed on a divided highway where pupils must cross</p>
<p data-bbox="191 913 410 945">1238(c) 13 CCR</p> <p data-bbox="191 976 410 1008">School Bus</p>	<p data-bbox="475 798 941 829">Note: Draw and explain each example.</p> <p data-bbox="475 913 812 955">CHP Approved Stops</p> <p data-bbox="500 976 1432 1060">CHP Approval. Unless approved by the department (<i>CHP</i>), a school bus stop shall not be designated at the following locations:</p> <ol data-bbox="524 1081 1432 1270" style="list-style-type: none"> <li data-bbox="524 1081 1432 1218">(1) Upon the main traveled portion of a highway where there is not a clear view of the stop from 500 feet in each direction along the highway and the speed limit is more than 25 miles per hour. <li data-bbox="524 1239 1242 1270">(2) On a highway, pursuant to <i>Vehicle Code</i> Section 22504(c). <p data-bbox="475 1291 941 1323">Note: Draw and explain each example.</p>
<p data-bbox="191 1417 410 1449">1226 13 CCR</p> <p data-bbox="191 1480 410 1512">School Bus</p>	<p data-bbox="475 1407 950 1449">Leaving Drivers Compartment</p> <p data-bbox="500 1470 1432 1764">When a pupil is aboard, the driver shall not leave the driver's compartment without first stopping the engine, effectively setting the parking brake, placing the transmission in first or reverse gear or park position, and removing the ignition keys, which shall remain in the driver's possession. On vehicles with automatic transmissions, which do not have a park position, the transmission shall be placed in neutral.</p>

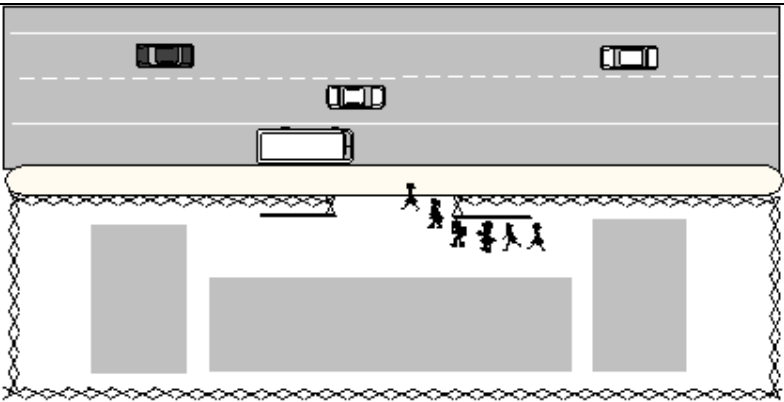
REFERENCE	CONTENT
1202(b) 13 CCR SB-SPAB	<p>Authority of District Boards</p> <p>The governing board of any school district, county superintendent of schools, or equivalent private school entity or official, may adopt and enforce additional requirements governing the transportation of pupils. Such requirements shall not conflict with any law or state administrative regulation.</p> <p>Note: The governing board of a school district may require school bus drivers to escort high school pupils across the highway.</p>
360 VC SB-SPAB-FL TB-YB	<p>Highway</p> <p>A “highway” is a way or place of whatever nature publicly maintained and open to the use of the public for purposes of vehicular travel. Highway includes street.</p>
445 VC SB-SPAB-FL TB-YB	<p>Official Traffic Control Signal</p> <p>An “official traffic control signal” is any device, whether manually, electrically or mechanically operated, by which traffic is alternately directed to stop and proceed and which is erected by authority of a public body or official having jurisdiction. <i>(Most commonly they are traffic signal lights showing red, amber, and green.)</i></p>
625 VC SB-SPAB-FL TB-YB	<p>Traffic Officer</p> <p>A “traffic officer” is any member of the California Highway Patrol, or any peace officer who is on duty for the exclusive or main purpose of enforcing Division 10 (Accidents and Accident Reports) or 11 (Rules of the Road). <i>(Adult or student crossing guards are not traffic officers.)</i></p>
22504(c) VC School Bus	<p>Unincorporated Area Parking; School Bus Stops</p> <p>When, in the judgment of the governing board of a school district, it is</p>

REFERENCE	CONTENT
<p>22500.5 VC</p> <p>SB-TB</p>	<p>necessary for the safety of pupils being transported to and from schools to authorize a school bus stop at a place where there is not a clear view of the stop from a distance of 200 feet in each direction along the highway, such stop may be authorized by and with the approval of the CHP. The Department of Transportation, in respect to state highways, and local authorities, in respect to highways under their jurisdiction, shall place sufficient signs along the highway to give adequate notice to motorists that they are approaching such bus stops.</p> <p>Transit System Stops</p> <p>Upon agreement between a transit system operating buses engaged as common carriers in local transportation and a public school district, local authorities may, by ordinance, permit school buses owned by, or operated under contract for, that public school district to stop for the loading or unloading of passengers alongside any or all curb spaces designated for the loading or unloading of passengers of the transit system buses.</p>

REFERENCE	CONTENT
	<p style="text-align: center;"><u>PASSING SCHOOL BUSES</u></p>
22454(a) VC SB-SPAB-FL TB-YB	<p>School Bus: Meeting and Passing</p> <p>The driver of any vehicle, upon meeting or overtaking, from either direction, any school bus equipped with signs as required in this code, that is stopped for the purpose of loading or unloading any schoolchildren and displays a flashing red light signal and stop signal arm, as defined in paragraph (4) of subdivision (b) of Section 25257, if equipped with a stop signal arm, visible from front or rear, shall bring the vehicle to a stop immediately before passing the school bus and shall not proceed past the school bus until the flashing red light signal and stop signal arm, if equipped with a stop signal arm, cease operation.</p>
22454(b) VC SB-SPAB-FL TB-YB	<p>(1) The driver of a vehicle upon a divided highway or multiple-lane highway need not stop upon meeting or passing a school bus that is upon the other roadway.</p> <p>(2) For the purposes of this subdivision, a multiple-lane highway is any highway that has two or more lanes of travel in each direction.</p>
22454(c) VC SB-SPAB-FL TB-YB	<p>(1) If a vehicle was observed overtaking a school bus in violation of subdivision (a) and the driver of the school bus witnessed the violation, the driver may, within 24 hours, report the violation and furnish the vehicle license plate number and description and the time and place of the violation to the local law enforcement agency having jurisdiction of the offense. That law enforcement agency shall issue a letter of warning prepared in accordance with paragraph (2) with respect to the alleged violation to the registered owner of the vehicle. The issuance of a warning letter under this paragraph shall not be entered on the driving record of the person to whom it is issued, but does not preclude the imposition of any other applicable penalty.</p>
22454(d) VC SB-SPAB-FL TB-YB	<p>This section also applies to a roadway upon private property.</p>

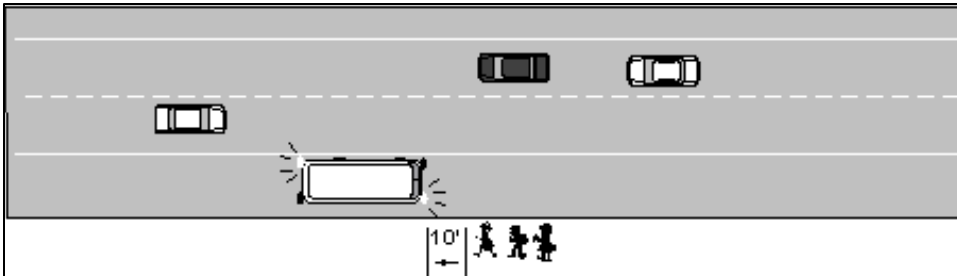
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<p>22454.5 VC</p> <p>SB-SPAB-FL</p> <p>TB-YB</p>	<p>Violations</p> <p>Notwithstanding Section 42001, a person convicted of a first violation of Section 22454 shall be punished by a fine of not less than one hundred fifty dollars (\$150) or more than two hundred fifty dollars (\$250). A person convicted of a second, separate, violation of Section 22454 shall be punished by a fine of not less than five hundred dollars (\$500) or more than one thousand dollars (\$1,000). If a person is convicted of a third or subsequent violation of Section 22454 and the offense occurred within three years of two or more separate violations of Section 22454, the Department of Motor Vehicles shall suspend the persons driving privilege to operate a motor vehicle for one year.</p> <p><u>BUS DRIVER’S RESPONSIBILITY</u></p> <p>As a school bus approaches a bus stop, during the loading and unloading procedures, and when the bus leaves the stop, when does the drivers responsibility for a pupils safety begin and end?</p> <p>The drivers responsibility starts approximately at the point where the driver can recognize the pupil as the bus approaches or leaves a bus stop. If a driver observes a pupil misbehaving or failing to follow rules or procedures while at the bus stop, (e.g., destroying property, playing in the roadway, running across the roadway to the bus), the driver (for the safety of the pupil and the public) must take appropriate action to correct the situation. The driver must report the problem to his or her supervisor. While the bus is stopped to load or unload pupils, the pupils are the direct responsibility of the driver.</p>

REFERENCE	CONTENT
<p>44808 EC</p> <p>School Bus</p>	<p><i>Education Code</i> Section 44808 addresses schools’ liability for pupils when the pupils are not on school property:</p> <p>Notwithstanding any other provision of this code, no school district, city or county board of education, county superintendent of schools, or any officer or employee of such district or board shall be responsible or in any way liable for the conduct or safety of any pupil of the public schools at any time when such pupil is not on school property, unless such district, board, or person has undertaken to provide transportation for such pupil to and from the school premises, has undertaken a school-sponsored activity off the premises of such school, has otherwise specifically assumed such responsibility or liability or has failed to exercise reasonable care under the circumstances.</p> <p>In the event of such a specific undertaking, the district, board, or person shall be liable or responsible for the conduct or safety of any pupil only while such pupil is or should be under the immediate and direct supervision of an employee of such district or board.</p>

REFERENCE	CONTENT
	<p data-bbox="475 275 1227 405"><u>PROCEDURES FOR LOADING AND UNLOADING PASSENGERS</u></p> <p data-bbox="475 499 1273 598">Passenger Loading - Red Light Exempt, Right Side, Nonescorted</p> <div data-bbox="475 684 1421 1083">  </div> <p data-bbox="475 1113 1421 1142">Figure Unit VII-06. Passenger Loading - Red Light Exempt, Right Side, Nonescorted</p> <p data-bbox="475 1234 1421 1444">Note: Instructors draw a diagram of the roadway and this bus stop. Explain each of the following steps for a red light exempt, right side, nonescorted stop. All pupils are waiting on the right side of the highway or private road.</p> <ol data-bbox="475 1472 1421 1864" style="list-style-type: none"> 1. Begin slowing the bus in preparation for the designated stop (Note <i>Vehicle Code</i> Section 22112[e]). 2. Apply the vehicle's brakes with enough pressure to activate the stoplights so following vehicles will have an indication the bus is preparing to stop. 3. Check all mirrors to ensure that traffic is clear and it is safe to turn to the right and stop. 4 . Activate the right-turn signal indicator during the last 100 feet prior to

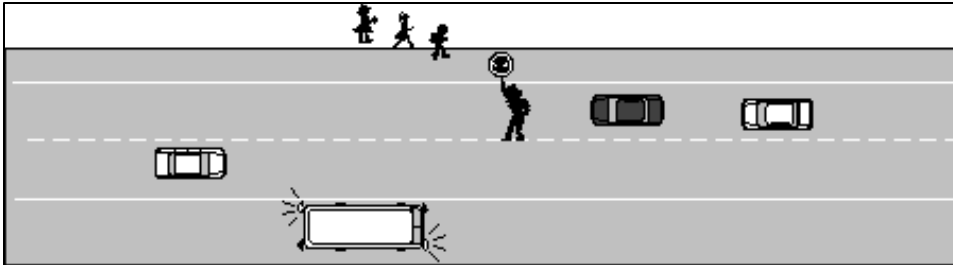
REFERENCE	CONTENT
	<p>turning into the stop.</p> <ol style="list-style-type: none"> 5. Approach the pupils slowly and with extreme care, giving due consideration to the roadway's surface (wet or slippery, slopes sharply to the right, rough ground, etc.). 6. Do not stop any closer than 10 feet from the waiting pupils. Pupils should be facing the approaching bus. (Ref: Danger Zones Graphic) 7. Once the bus is stopped, cancel the turn signal indicator. 8. Apply the parking brake. <p>Note: During the loading and unloading of pupils at nonescorted stops (those not requiring the driver to leave the driver's compartment), the driver may allow the bus's engine to continue to run or shut the engine off as dictated by district or company policy.</p> <ol style="list-style-type: none"> 9. Engine on: Standard transmissions should be placed in neutral, and automatic transmissions should be placed in the park position. Engine off: Standard transmissions should be placed in first or reverse gear, and automatic transmissions should be placed in the park position. <p>Note: On vehicles with automatic transmissions that do not have a park position, the transmission shall be placed in neutral.</p> <ol style="list-style-type: none"> 10. Open the entrance door when you are ready to board the pupils. All pupils should have been instructed prior to the first day of transportation not to move toward the bus until the entrance door opens. <p>Note: The signal for pupils to begin loading will be the opening of the entrance door, and not the bus's simply coming to a stop. The driver may use the external public address system (if applicable) to reinforce this procedure.</p> <ol style="list-style-type: none"> 11. Have the pupils go directly to their seats. 12. Ensure that all pupils have safely boarded and then close the entrance door.

REFERENCE	CONTENT
	<p>Note: Pupils must be seated before you place the bus in motion.</p> <p>13. Check all mirrors for pupils and traffic. Be sure to check the front cross-view mirror(s) for pupils who may be in front of the bus.</p> <p>14. Place the transmission in gear, and release the parking brake.</p> <p>15. Check the traffic and the danger zones using all mirrors before moving the bus; turn on the left-turn signal indicator and when it is safe to do so, pull into the flow of traffic; cancel the turn signal indicator; regain road speed; and proceed to the next stop.</p> <p>Note: Emphasize proper use of mirrors, the danger zones, and communication between the driver, pupils, and the public.</p> <p>QUESTIONS?</p>

REFERENCE	CONTENT
	<p data-bbox="475 275 1174 310">Passenger Loading - Right Side, Nonescorted</p> <div data-bbox="475 394 1432 724">  <p data-bbox="544 688 1356 720">Figure Unit VII-07. Passenger Loading-Right Side, Nonescorted</p> </div> <p data-bbox="475 814 1356 846">Note: Instructors draw a diagram of the roadway and this bus stop.</p> <p data-bbox="475 873 1432 968">Explain each of the following steps for a right side nonescorted stop. All pupils are waiting on the right side of the highway or private road.</p> <ol data-bbox="475 995 1432 1860" style="list-style-type: none"> 1. Begin slowing the bus in preparation for the designated stop. 2. As you approach the stop, activate the amber warning light system, if the bus is so equipped, beginning 200 feet before the bus stop. 3. Apply the brakes with enough pressure to activate the stoplights so that following vehicles will have an indication the bus is preparing to stop. 4. Check all mirrors to ensure that traffic is clear and it is safe to turn to the right and stop. 5. Activate the right-turn signal indicator during the last 100 feet prior to turning into the stop. 6. Approach the pupils slowly and with extreme care, giving due consideration to the roadway's surface (wet or slippery, slopes sharply to the right, rough ground, etc.). 7. Do not stop any closer than 10 feet from the waiting pupils. Pupils should be facing the approaching bus. (Ref: Danger Zones Graphic) 8. Once the bus is stopped, cancel the turn signal indicator and apply the

REFERENCE	CONTENT
	<p>parking brake.</p> <p>Note: During the loading and unloading of pupils at nonescorted stops (those not requiring the driver to leave the driver’s compartment), the driver may allow the bus’s engine to continue to run or shut the engine off as dictated by district or company policy.</p> <p>9. Engine on: Standard transmissions should be placed in neutral, and automatic transmissions should be placed in the park position. Engine off: Standard transmissions should be placed in first or reverse gear, and automatic transmissions should be placed in the park position.</p> <p>Note: On vehicles with automatic transmissions that do not have a park position, the transmission shall be placed in neutral.</p> <p>10. Deactivate the amber warning light system.</p> <p>11. Check all mirrors, and when safe to do so, activate the flashing red light signal system (crossover lights); stop signal arm, if so equipped, and wait for traffic to stop.</p> <p>Note: Be aware that traffic may not, or may not be able to, stop immediately, especially heavy trucks and buses and all vehicles during adverse weather (e.g., rain, snow, ice).</p> <p>12. Open the entrance door when you are ready to board the pupils. All pupils should have been instructed prior to the first day of transportation not to move toward the bus until the flashing red light signal system has been activated and the entrance door is open.</p> <p>Note: The signal for pupils to begin loading is the opening of the entrance door, not the activation of the flashing red light signal system or the bus’s simply coming to a stop. The driver may use the external public address system (if applicable) to reinforce this procedure.</p> <p>13. Have pupils go directly to their seats.</p>

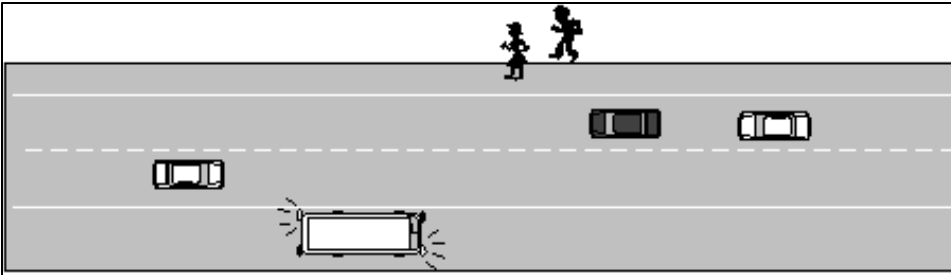
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	<p>14. Ensure that all pupils have safely boarded and close the entrance door.</p> <p>Note: Pupils must be seated before you place the bus in motion.</p> <p>15. Turn off the flashing red signal (crossover) lights.</p> <p>16. Check all mirrors for pupils and traffic. Be sure to check the front cross-view mirror(s) for pupils who may be in front of the bus.</p> <p>17. Place the transmission in gear, and release the parking brake.</p> <p>18. Check the traffic and the danger zones using all mirrors before moving the bus; turn on the left-turn signal indicator and when safe to do so, pull into the flow of traffic; cancel the turn signal indicator; regain road speed; and proceed to the next stop.</p> <p>Note: Emphasize proper mirror use, the danger zones, and communication between the driver, pupils, and the public.</p> <p>QUESTIONS?</p>

REFERENCE	CONTENT
	<p>Passenger Loading-Escorted Crossover</p>  <p>Figure Unit VII-08. Passenger Loading-Escorted Crossover</p> <p>Note: Instructors draw a diagram of the roadway and this bus stop.</p> <p>Explain each of the following steps for an escorted crossover stop.</p> <p>In addition to the procedures previously discussed, additional procedures are necessary when performing an escorted crossover stop.</p> <p>Pupils are waiting on the left side of the highway or private road.</p> <ol style="list-style-type: none"> 1. Begin slowing the bus in preparation to stop at the designated bus stop. 2. As you approach the stop, activate the flashing amber light warning system, if the bus is so equipped, beginning 200 feet before the bus stop. 3. Apply the brakes with enough pressure to activate the stoplights so that following vehicles will have an indication that the bus is preparing to stop. 4. Check all mirrors to ensure that traffic is clear and it is safe to turn to the right and stop. 5. Activate the right-turn signal indicator during the last 100 feet prior to turning into the bus stop. 6. Approach the pupils slowly and with extreme care, giving due consideration to the roadway's surface (wet or slippery, sloping sharply, rough ground, or pavement, etc.). 7. Do not stop any closer than 10 feet from the waiting pupils. Pupils should be facing the approaching bus. (Ref: Danger Zones Graphic)

REFERENCE	CONTENT
	<p>8. Once the bus is stopped, cancel the turn signal indicator and apply the parking brake.</p> <p>9. Stop the engine.</p> <p>10. Standard transmissions shall be placed in first or reverse gear, and automatic transmissions shall be placed in the park position.</p> <p>Note: On vehicles with automatic transmissions that do not have a park position, the transmission shall be placed in neutral.</p> <p>11. Remove the ignition key and keep it in your possession.</p> <p>12. Deactivate the flashing amber light warning system.</p> <p>13. Check all mirrors, and when safe to do so, activate the flashing red signal (crossover) lights; stop signal arm, if so equipped, and wait for traffic to stop.</p> <p>Note: Be aware that traffic may not, or may not be able to, stop immediately, especially heavy trucks and buses and all vehicles during adverse weather (e.g., rain, snow, ice).</p> <p>14. Open the entrance door and look in all directions on the right side of the bus before exiting.</p> <p>15. Remove the hand-held stop sign from its holder.</p> <p>16. Step off the bus and walk approximately 10 feet in front of the bus before turning to enter the roadway.</p> <p>17. Turn toward the bus, look up, and verify that the amber lights are off and the red lights are flashing.</p> <p>Note: If the flashing red signal (crossover) lights become inoperative prior to or during the escorting of pupils, the escort procedures must stop. Pupils can cross the highway only under the protection of a properly functioning flashing red signal light system.</p> <p>18. Walk from the right edge of the roadway away from the bus at a 45 degree</p>

REFERENCE	CONTENT
	<p>angle and toward the center of the roadway. Stop prior to entering the traffic lane and look in all directions for traffic. This position allows the best view of traffic coming from the left while you are still in a protected position. Remember that the hand-held stop sign shall be used for all escorted crossings and should be held vertically, above waist level, with the printed words STOP facing traffic in both directions. You are now in one of the most dangerous environments on earth, a public highway; do not assume that any vehicle will stop or that all pupils will follow procedures. Vehicles may try to pass the bus, and pupils may attempt to run across the roadway before you are ready. Take charge of the situation. Upon reaching the center of the roadway, turn and face the pupils (left side of the roadway). This position enables you to have a clear view of the pupils and traffic in both directions.</p> <p>19. When traffic has stopped in both directions, tell the pupils to walk, not run, as they cross the highway or private road. Do not use hand motions or gestures to signal pupils. Some motorists may mistake a hand gesture as a signal for them to proceed. The pupils must cross the roadway between you and the front of the bus, never behind you or to the rear of the bus.</p> <p>Note: School and other transportation administrators should adopt policies that standardize signs or signals used by school bus drivers to inform hearing-impaired pupils when it is safe to cross the highway.</p> <p>20. When the last pupil has crossed the middle of the roadway, turn and face the bus (right side of the roadway). When the last pupil has reached the right side of the roadway, walk immediately to the right side of the roadway, continuing to hold the stop sign so as to be visible to traffic in both directions. Check under and around the exterior of the bus to make sure that no pupil is in the danger zones. Enter the bus.</p>

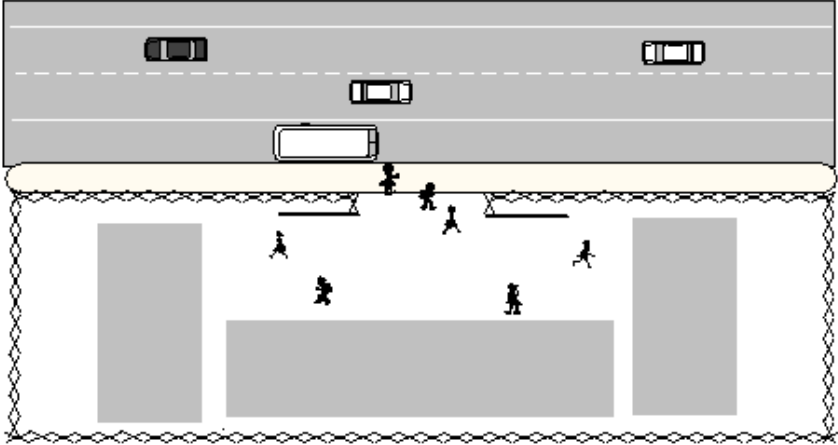
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	<p>21. On entering the bus, immediately close the entrance door, turn off the flashing red signal (crossover) lights, and cancel the stop signal arm.</p> <p>22. Place the hand-held stop sign in the holder.</p> <p>23. Have pupils go directly to their seats.</p> <p>24. Sit down and fasten the driver's seat belt.</p> <p>25. Restart the engine.</p> <p>26. Check to see that all pupils are accounted for and properly seated.</p> <p>Note: Pupils must be seated before you place the bus in motion.</p> <p>27. Check all mirrors for pupils, other pedestrians, and traffic. Be sure to check the front cross-view mirror(s) for pupils who may be in front of the bus.</p> <p>28. Place the transmission in gear, and release the parking brake.</p> <p>29. Check the traffic and the danger zones using all mirrors before moving the bus; turn on the left-turn signal indicator and when safe to do so, pull into the flow of traffic; cancel the turn signal indicator; regain road speed; and proceed to the next stop.</p> <p>Note: Emphasize proper mirror use, the danger zones and communication between the driver, pupils, and the public.</p> <p>QUESTIONS?</p>

REFERENCE	CONTENT
	<p data-bbox="477 275 1144 310">Passenger Loading-Nonescorted Crossover</p> <div data-bbox="477 331 1430 688">  <p data-bbox="578 657 1370 688">Figure Unit VII-09. Passenger Loading-Nonescorted Crossover</p> </div> <p data-bbox="477 779 1401 1108">Note: Instructors draw a diagram of the roadway and this bus stop. Explain each of the following steps for a non-escorted crossover stop. In addition to the procedures previously discussed, additional procedures are necessary when performing a non-escorted crossover stop. Secondary pupils only are waiting on the left side of the highway or private road.</p> <ol data-bbox="477 1136 1421 1885" style="list-style-type: none"> 1. Begin slowing the bus in preparation for the designated stop. 2. Activate the flashing amber light warning system, if the bus is so equipped, beginning 200 feet before the bus stop. 3. Apply the brakes with enough pressure to activate the stoplights so that following vehicles will have an indication that the bus is preparing to stop. 4. Check all mirrors to ensure that traffic is clear and it is safe to turn to the right and stop. 5. Activate the right-turn signal indicator during the last 100 feet prior to turning into the bus stop. 6. Approach pupils slowly and with extreme care, giving due consideration to the roadway's surface (wet or slippery, slopes sharply, rough ground or pavement, etc.). 7. Pupils should be facing the approaching bus.

REFERENCE	CONTENT
	<p>8. Once the bus is stopped, cancel the turn signal indicator and apply the parking brake.</p> <p>9. Disengage the clutch, if appropriate.</p> <p>Note: During the loading and unloading of pupils at nonescorted stops (those not requiring the driver to leave the driver's compartment), the driver may allow the bus's engine to continue to run or shut the engine off as dictated by district or company policy.</p> <p>10. Engine on: Standard transmissions should be placed in neutral, and automatic transmissions should be placed in the park position. Engine off: Standard transmissions should be placed in first or reverse gear, and automatic transmissions should be placed in the park position.</p> <p>Note: On vehicles with automatic transmissions that do not have a park position, the transmission shall be placed in neutral.</p> <p>11. Deactivate the flashing amber light warning system.</p> <p>12. Check all mirrors, and when safe to do so, activate the flashing red signal (crossover) lights; stop signal arm, if so equipped, and wait for traffic to stop.</p> <p>Note: Be aware that traffic may not, or may not be able to, stop immediately, especially heavy trucks and buses and all vehicles during adverse weather (e.g., rain, snow, ice).</p> <p>13. Open the entrance door when ready to board the pupils. Instruct all not to move toward the bus until you have activated the flashing red signal lights, traffic has stopped, and you have verbally instructed them to cross the highway.</p> <p>Note: School administrators should adopt a policy that standardizes signs or signals used by school bus drivers to inform hearing-impaired pupils when it is safe to cross the highway.</p>

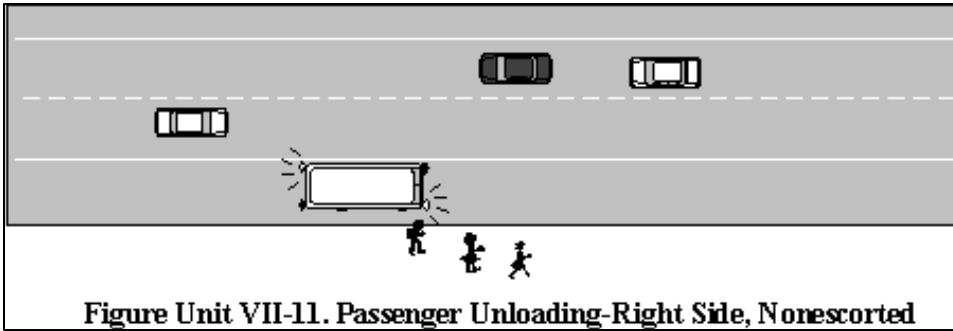
REFERENCE	CONTENT
	<p>14. When traffic has stopped in both directions and it is safe for the pupils to cross the roadway, tell the pupils to walk, not run, as they cross the roadway. Do not use a hand motion or gestures to signal pupils. Some motorists may mistake a hand gesture as a signal for them to pass. You may use the public address system (if applicable) to reinforce this procedure. Pupils must cross the street in front of the bus, never to the rear of the bus.</p> <p>Note: If the flashing red signal (crossover) lights become inoperative at any time prior to or during the crossing of pupils, the crossing procedures must stop. Pupils can cross the highway only under the protection of a properly functioning flashing red signal light system.</p> <p>15. When pupils reach the edge of the roadway prior to crossing it, instruct them to stop and look in both directions to make sure the roadway is still clear and safe to cross.</p> <p>16. When the last pupil has entered the bus, close the entrance door, turn off the flashing red signal (crossover) lights, and deactivate the stop signal arm.</p> <p>17. Have the pupils go directly to their seats.</p> <p>18. Check to see that all pupils are accounted for and properly seated.</p> <p>Note: Pupils must be seated before you place the bus in motion.</p> <p>19. Check all mirrors for pupils and traffic. Be sure to check the front cross-view mirror(s) for pupils who may be in front of the bus.</p> <p>20. Place the transmission in gear, and release the parking brake.</p> <p>21. Check the traffic and the danger zones using all mirrors before moving the bus; turn on the left-turn signal indicator, and when safe to do so, pull into the flow of traffic; cancel the turn signal indicator; regain road speed; and proceed to the next stop.</p>

REFERENCE	CONTENT
	<p data-bbox="477 275 1256 369">Note: Emphasize proper mirror use, the Danger Zones, and communication between the driver, pupils, and the public.</p> <p data-bbox="477 390 699 432">QUESTIONS?</p>

REFERENCE	CONTENT
	<p data-bbox="475 275 1287 373">Passenger Unloading-Red Light Exempt, Right Side, Nonescorted</p> <div data-bbox="475 459 1432 905">  </div> <p data-bbox="475 940 1432 972">Figure Unit VII-10. Passenger Unloading-Red Light Exempt, Right Side, Nonescorted</p> <p data-bbox="475 1060 1373 1094">Note: Instructors draw a diagram of the roadway and this bus stop.</p> <p data-bbox="475 1119 1373 1272">Explain each of the following steps for an exempt, right side, nonescorted stop. All students will be exiting to the right side of the highway, and no pupil will need to cross the highway, street, or road.</p> <ol data-bbox="475 1297 1398 1808" style="list-style-type: none"> 1. Begin slowing the bus in preparation for the designated stop. 2. Apply the brakes with enough pressure to activate the stoplights so that following vehicles will have an indication that the bus is preparing to stop. 3. Check all mirrors to ensure that traffic is clear and it is safe to turn to the right and stop. 4. Activate the right-turn signal indicator during the last 100 feet prior to turning into the stop. 5. Once the bus is stopped, cancel the turn signal indicator. 6. Apply the parking brake. <p data-bbox="475 1833 1398 1866">Note: During the loading and unloading of pupils at nonescorted stops</p>

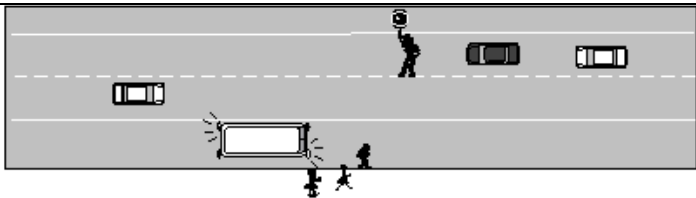
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	<p>(those not requiring the driver to leave the driver's compartment), the driver may allow the bus's engine to continue to run or shut the engine off as dictated by district or company policy.</p> <p>7. Engine on: Standard transmissions should be placed in neutral, and automatic transmissions should be placed in the park position. Engine off: Standard transmissions should be placed in first or reverse gear, and automatic transmissions should be placed in the park position.</p> <p>8. Note: On vehicles with automatic transmissions that do not have a park position, the transmission shall be placed in neutral.</p> <p>9. Check all mirrors again to ensure it is safe to unload pupils.</p> <p>10. Open the entrance door when ready to unload pupils.</p> <p>11. Unload pupils.</p> <p>Note: Drivers should be aware of the presence of a parent across the roadway from a designated stop that is not an approved crossover stop. Drivers must be able to adapt to unexpected changes in the conditions at any bus stop. The need to adapt must not cause a driver to fail to follow the required safety procedures.</p> <p>12. Close the entrance door.</p> <p>13. Check all mirrors for pupils and traffic. Be sure to check the front cross-view mirror(s) for pupils who may be in front of the bus.</p> <p>ACCOUNT FOR ALL PUPILS BEFORE MOVING THE BUS!</p> <p>Note: Pupils must be seated before you place the bus in motion.</p> <p>14. Place the transmission in gear.</p> <p>15. Release the parking brake.</p> <p>16. Do not move the bus until all pupils and other pedestrians are out of the danger zones and a safe distance away from the bus.</p> <p>17. Check traffic and the danger zones using all mirrors before moving the bus;</p>

REFERENCE	CONTENT
	<p data-bbox="524 275 1427 428">turn on the left-turn signal indicator and when it is safe to do so, pull into the flow of traffic; cancel the turn signal indicator; regain road speed; and proceed to the next stop.</p> <p data-bbox="475 453 1245 548">Note: Emphasize proper mirror use, the danger zones, and communication between the driver, pupils, and the public.</p> <p data-bbox="475 632 673 667">QUESTIONS?</p>

REFERENCE	CONTENT
	<p data-bbox="475 275 1182 310">Passenger Unloading-Right Side, Nonescorted</p> <div data-bbox="475 394 1430 722">  <p data-bbox="553 688 1385 722">Figure Unit VII-11. Passenger Unloading-Right Side, Nonescorted</p> </div> <p data-bbox="475 810 1421 1024"> Note: Instructors draw a diagram of the roadway and this bus stop. Explain each of the following steps for a right-side non-escorted stop. All students will be exiting to the right side of the roadway, and no pupil will need to cross the roadway. </p> <ol data-bbox="475 1050 1421 1738" style="list-style-type: none"> 1. Begin slowing the bus in preparation for the designated stop. 2. As you approach the stop, activate the flashing amber light warning system, if the bus is so equipped, beginning 200 feet before the bus stop. 3. Apply the brakes with enough pressure to activate the stoplights so that following vehicles will have an indication the bus is preparing to stop. 4. Check all mirrors to ensure that traffic is clear and it is safe to turn to the right and stop. 5. Activate the right-turn signal indicator during the last 100 feet prior to turning into the stop. 6. Once the bus is stopped, cancel the turn signal indicator and apply the parking brake. 7. Disengage the clutch, if appropriate. <p data-bbox="475 1764 1421 1858"> Note: During the loading and unloading of pupils at nonescorted stops (those not requiring the driver to leave the driver's compartment), the </p>

REFERENCE	CONTENT
	<p>driver may allow the bus's engine to continue to run or shut the engine off as dictated by district or company policy.</p> <p>8. Engine on: Standard transmissions should be placed in neutral, and automatic transmissions should be placed in the park position. Engine off: Standard transmissions should be placed in first or reverse gear, and automatic transmissions should be placed in the park position.</p> <p>Note: On vehicles with automatic transmissions that do not have a park position, the transmission shall be placed in neutral.</p> <p>9. Deactivate the flashing amber light warning system.</p> <p>10. Check all mirrors, and when safe to do so, activate the flashing red signal (crossover) lights; stop signal arm, if so equipped, and wait for traffic to stop.</p> <p>Note: Be aware that traffic may not, or may not be able to, stop immediately, especially heavy trucks and buses and all vehicles during adverse weather (e.g., rain, snow, ice).</p> <p>11. Open the entrance door when ready to unload pupils.</p> <p>12. Unload pupils.</p> <p>Note: Drivers should be trained to adjust to the presence of a parent across the roadway from a designated bus stop that is not an approved crossover stop. Drivers must be able to adapt to unexpected changes in the conditions at any bus stop. The need to adapt must not cause a driver to fail to follow the required safety procedures.</p> <p>13. Close the entrance door.</p> <p>14. Turn off the flashing red signal (crossover) lights.</p> <p>15. Check all mirrors for pupils and traffic. Be sure to check the front cross-view mirror(s) for pupils who may be in front of the bus.</p> <p>ACCOUNT FOR ALL PUPILS BEFORE MOVING THE BUS.</p>

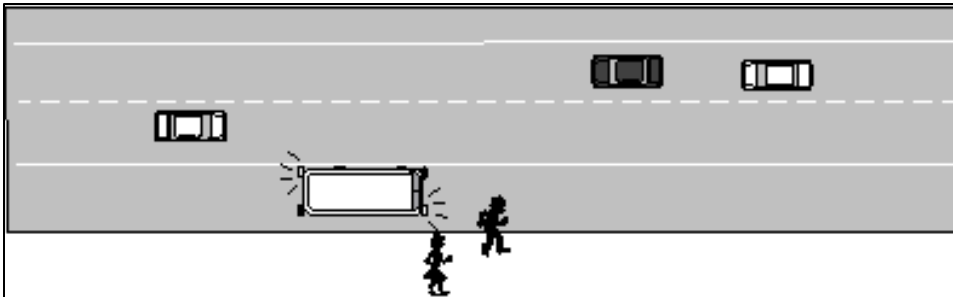
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	<p>Note: Pupils must be seated before you place the bus in motion.</p> <p>16. Place the transmission in gear.</p> <p>17. Release the parking brake.</p> <p>18. Do not move the bus until all pupils and other pedestrians are out of the danger zones, and a safe distance away from the bus.</p> <p>19. Check traffic and the danger zones using all mirrors before moving the bus; turn on the left-turn signal indicator and when safe to do so, pull into the flow of traffic; cancel the turn signal indicator; regain road speed; and proceed to the next stop.</p> <p>Note: Emphasize proper mirror use, the danger zones, and communication between the driver, pupils, and the public.</p> <p>QUESTIONS?</p>

REFERENCE	CONTENT
	<p data-bbox="475 275 1110 310">Passenger Unloading-Escorted Crossover</p> <div data-bbox="475 394 1425 590">  </div> <p data-bbox="475 611 1425 638">Figure Unit VII-12. Passenger Unloading-Escorted Crossover</p> <p data-bbox="475 726 1425 999">Note: Instructors draw a diagram of the roadway and this bus stop. Explain each of the following steps for an escorted crossover stop. In addition to the procedures previously discussed, additional procedures are necessary when performing an escorted crossover stop. Pupils must be escorted across a highway or private road.</p> <ol data-bbox="475 1024 1425 1835" style="list-style-type: none"> 1. Begin slowing the bus in preparation for the designated bus stop. 2. As you approach the stop, activate the flashing amber light warning system, if the bus is so equipped, beginning 200 feet before the bus stop. 3. Apply the brakes with enough pressure to activate the stoplights so following vehicles will have an indication the bus is preparing to stop. 4. Check all mirrors to ensure that traffic is clear and it is safe to turn to the right and stop. 5. Activate the right-turn signal indicator during the last 100 feet prior to turning into the stop. 6. Once the bus is stopped, cancel the turn signal indicator and apply the parking brake. 7. Stop the engine. 8. Standard transmissions shall be placed in first or reverse gear, and automatic transmissions shall be placed in the park position. <p data-bbox="475 1860 1425 1896">Note: On vehicles with automatic transmissions that do not have a park</p>

REFERENCE	CONTENT
	<p>position, the transmission shall be placed in neutral.</p> <ol style="list-style-type: none"> 9. Remove the ignition key, which shall remain in your possession. 10. Check all mirrors. 11. Instruct pupils who are unloading at this stop to move to the front of the bus and to wait for your direction to exit. 12. Deactivate the flashing amber light warning system. 13. Check all mirrors, and when safe to do so, activate the flashing red signal (crossover) lights; stop signal arm, if so equipped, and wait for traffic to stop. <p>Note: Be aware that traffic may not, or may not be able to, stop immediately, especially heavy trucks and buses and all vehicles during adverse weather (e.g., rain, snow, ice).</p> <ol style="list-style-type: none"> 14. Open the entrance door and look in all directions on the right side of the bus before exiting. 15. Remove the hand-held stop sign from the holder. 16. Step off and walk approximately 10 feet from the front of the bus before turning to enter the roadway. 17. Turn toward the bus and verify that the amber lights are off and the red lights are flashing. <p>Note: If the flashing red signal (crossover) lights become inoperative at any time prior to or during the escorting of pupils, the escort procedures must stop. Pupils can cross the highway only under the protection of a properly functioning flashing red signal light system.</p> <ol style="list-style-type: none"> 18. Have pupils carefully exit through the entrance door and wait at the right front corner of the bus. 19. Walk from the right edge of the roadway away from the bus at a 45-degree angle and toward the center of the roadway. Stop prior to entering the

REFERENCE	CONTENT
	<p>traffic lane and look in all directions for traffic. This position allows you better vision of traffic coming from the left while you are still in a protected position. Remember the hand-held stop sign shall be used for all escorted crossings and should be held vertically, above waist level, with the printed words STOP facing traffic in both directions. You are now within one of the most dangerous environments on earth, a public highway; do not assume any vehicle will stop or that all pupils will follow procedures.</p> <p>Vehicles may try to pass the bus, and pupils may attempt to run across the roadway before you are ready to escort them across. Take charge of the situation. Upon reaching the center of the roadway, turn and face the pupils (right side of the roadway). You should have a clear view of the pupils and traffic in both directions.</p> <p>20. When traffic has stopped in both directions, tell the pupils to walk, not run, across the roadway. Do not use hand motions or gestures to signal pupils. Some motorists may mistake a hand gesture as a signal for them to proceed. The pupils must cross the street between you and the front of the bus, never behind you or to the rear of the bus.</p> <p>Note: When transporting hearing-impaired pupils, school bus operators and their drivers should have a standardized sign or signal for the school bus driver to use to inform those pupils when it is safe to cross the highway.</p> <p>21. When the last pupil has crossed the middle of the roadway, turn and face the left side of the roadway, making sure the last pupil has safely crossed. When the last pupil has reached the left side of the roadway, turn and walk immediately to the right side of the roadway, continuing to hold the stop sign so as to be visible to traffic in both directions. Check under and around the exterior of the bus to make sure that no pupil is in the danger zones</p>

REFERENCE	CONTENT
	<p>and enter the bus.</p> <p>22. Immediately close the entrance door, turn off the flashing red signal (crossover) lights, and deactivate the stop signal arm, if applicable.</p> <p>23. Place the hand-held stop sign in the holder.</p> <p>24. Check all mirrors for pupils and traffic. Be sure to check the front cross-view mirror(s) for pupils who may be in front of the bus.</p> <p>25. Fasten the driver's seat belt.</p> <p>26. Restart the engine.</p> <p>27. Check that all pupils are accounted for and properly seated.</p> <p>ACCOUNT FOR ALL PUPILS BEFORE MOVING THE BUS.</p> <p>Note: Pupils must be seated before you place the bus in motion.</p> <p>28. Place the transmission in gear.</p> <p>29. Release the parking brake.</p> <p>30. Check the traffic and the danger zones using all mirrors before moving the bus; turn on the left-turn signal indicator and when safe to do so, pull into the flow of traffic; cancel the turn signal indicator; regain road speed; and proceed to the next stop.</p> <p>Note: Emphasize proper mirror use, the danger zones, and communication between the driver, pupils, and the public.</p> <p>QUESTIONS?</p>

REFERENCE	CONTENT
	<p data-bbox="475 275 1170 310">Passenger Unloading-Nonescorted Crossover</p> <div data-bbox="475 394 1421 688">  </div> <p data-bbox="475 703 1421 739">Figure Unit VII-13. Passenger Unloading-Nonescorted Crossover</p> <p data-bbox="475 835 1421 871">Note: Instructors draw a diagram of the roadway and this bus stop.</p> <p data-bbox="475 898 1421 1050">Explain each of the following steps for an escorted crossover stop. In addition to the procedures previously discussed, additional procedures are necessary when performing a non-escorted crossover stop.</p> <p data-bbox="475 1077 1003 1113">Secondary pupils must cross a roadway.</p> <ol data-bbox="475 1140 1421 1764" style="list-style-type: none"> <li data-bbox="475 1140 1421 1171">1. Begin slowing the bus in preparation for the designate stop. <li data-bbox="475 1199 1421 1287">2. As you approach the stop, activate the flashing amber light warning system, if the bus is so equipped, beginning 200 feet before the stop. <li data-bbox="475 1314 1421 1402">3. Apply the brakes with enough pressure to activate the stoplights so following vehicles will have an indication the bus is preparing to stop. <li data-bbox="475 1430 1421 1518">4. Check all mirrors to ensure that traffic is clear and it is safe to turn to the right and stop. <li data-bbox="475 1545 1421 1633">5. Activate the right-turn signal indicator during the last 100 feet prior to turning into the stop. <li data-bbox="475 1661 1421 1764">6. Once the bus is stopped, cancel the turn signal indicator and apply the parking brake. <p data-bbox="475 1791 1421 1879">Note: During the loading and unloading of pupils at nonescorted stops (those not requiring the driver to leave the driver's compartment), the</p>

REFERENCE	CONTENT
	<p>driver may allow the bus's engine to continue to run or to shut the engine off as dictated by district or company policy.</p> <p>7. Engine on: Standard transmissions should be placed in neutral, and automatic transmissions should be placed in the park position. Engine off: Standard transmissions should be placed in first or reverse gear, and automatic transmissions should be placed in the park position.</p> <p>Note: On vehicles with automatic transmissions that do not have a park position, the transmission shall be placed in neutral.</p> <p>8. Deactivate the flashing amber light warning system.</p> <p>9. Check all mirrors, and when safe to do so, activate the flashing red signal (crossover) lights; stop signal arm, if so equipped, and wait for traffic to stop.</p> <p>Note: Be aware that traffic may not, or may not be able to, stop immediately, especially heavy trucks and buses and all vehicles during adverse weather (e.g., rain, snow, ice).</p> <p>10. Have pupils carefully exit through the entrance door and wait at the right front corner of the bus.</p> <p>11. When it is safe to do so, have the pupils walk approximately 10 feet in front of the bus before turning to enter the traffic lane. Instruct the pupils to make sure the flashing red signal lights are flashing.</p> <p>12. Instruct pupils to stop prior to entering the traffic lane and to look in all directions for traffic. This position allows the pupils better vision of traffic coming from the left while they are still in a protected position. Instruct the pupils that under no circumstances should they begin to cross the highway until all traffic has stopped and you have instructed them to cross the roadway.</p> <p>Note: If the flashing red signal (crossover) lights become inoperative at</p>

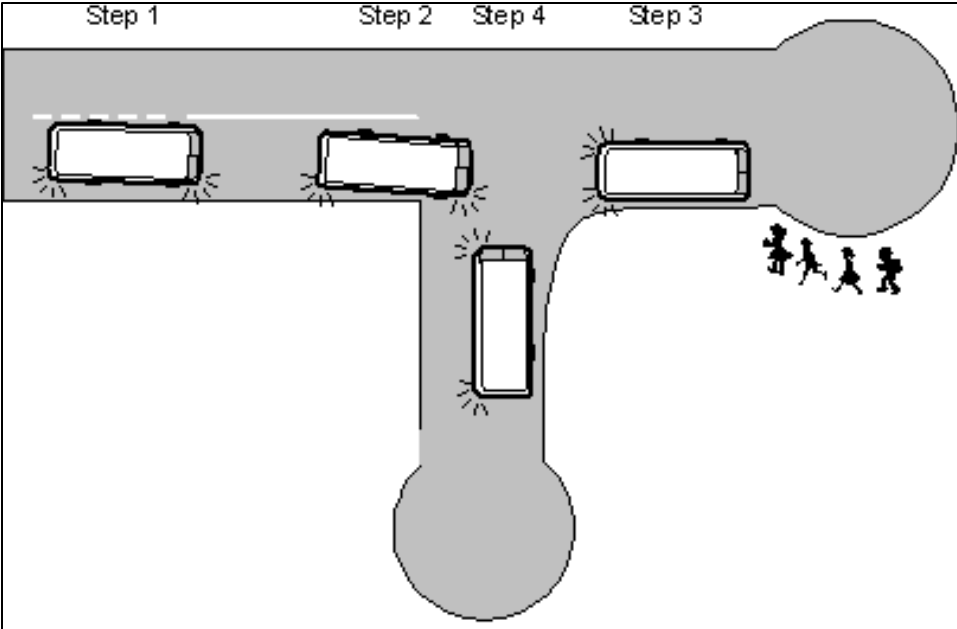
REFERENCE	CONTENT
	<p>any time prior to or during the crossing of pupils, the crossing procedures must stop. Pupils can cross the highway only under the protection of a properly functioning flashing red signal light system.</p> <p>13. When traffic has stopped in both directions, tell the pupils to walk, not run, as they cross the roadway. Do not use hand motions or gestures to signal pupils. Some motorists may mistake a hand gesture as a signal for them to proceed. The pupils must cross the roadway in front of the bus, never to the rear. You may use the public address system (if applicable) to reinforce this procedure.</p> <p>Note: When transporting hearing-impaired pupils, school bus operators and their drivers should have a standardized sign or signal for the school bus driver to use to inform those pupils when it is safe to cross the highway.</p> <p>14. When the last pupil has safely reached the left side of the roadway, immediately close the entrance door, turn off the flashing red signal (crossover) lights, and deactivate the stop signal arm if so equipped.</p> <p>15. Check all mirrors for pupils and traffic. Be sure to check the front cross-view mirror(s) for pupils who may be in front of the bus.</p> <p>16. Check that all pupils are accounted for and properly seated.</p> <p>Note: Pupils must be seated before you place the bus in motion.</p> <p>ACCOUNT FOR ALL PUPILS BEFORE MOVING THE BUS.</p> <p>17. Place the transmission in gear.</p> <p>18. Release the parking brake.</p> <p>19. Check the traffic and the danger zones using all mirrors before moving the bus; turn on the left-turn signal indicator and when safe to do so, pull into the flow of traffic; cancel the turn signal indicator; regain road speed; and proceed to the next stop.</p>

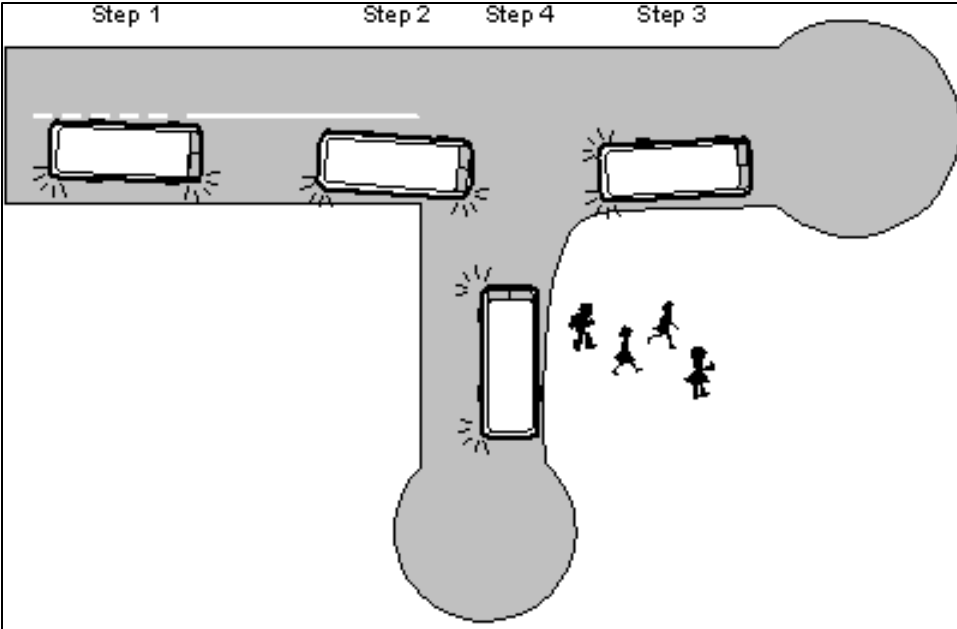
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	<p>Note: Emphasize proper mirror use, the danger zones, and communication between the driver, pupils, and the public.</p> <p>QUESTIONS?</p> <p>Additional Safety Concerns</p> <p>School bus drivers must remember that they are responsible for the safety of pupils loading and unloading from the bus, and for those that must cross the highway.</p> <p>Loading and unloading zones at school sites can be extremely dangerous. Train pupils not to push and shove others when getting on or off the bus. Instruct them to use handrails, go directly to their seats, and face forward in their seats at all times. When unloading at a school loading zone, always be sure that all pupils are out of the danger zones before moving the bus. If you cannot be sure, you may have to get out of the bus and look for pupils or ask for adult assistance. Additional issues about school site loading and unloading zone safety are discussed later in this unit.</p> <p>School bus drivers shall ensure that all pupils who must cross the highway cross safely and that all other pupils are a safe distance from the school bus before placing the bus in motion. Example: A parent or legal guardian is waiting for a pupil on the opposite side of a highway from a bus stop. The pupil's residence is on the right side of the highway and routinely does not need to be escorted across the highway. The stop is not a designated red light crossing. The parent insists that the pupil cross the highway on this day. In this situation the school bus driver is still responsible for crossing the pupil under the protection of the</p>

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	<p>red lights and the escort procedures. The school bus driver must explain to the parent that they are obligated by law to provide such protection and should try to enlist the cooperation of the parent. If the or guardian refuses to cooperate and allow the pupil to be escorted or the use of the red lights, notify your supervisor immediately and ask for assistance. If the parent or guardian continues to refuse the legal requirement of red light protection and the escort process, advise the parent that must be on the school bus side of the highway and release the pupil directly into the parent's custody. Advise the parent or guardian that you have now relinquished custody and they have full responsibility for the safety and welfare of the pupil. Advise your supervisor immediately regarding the incident.</p> <p>As the school bus driver you must know each pupil who rides your bus and which stop is hers or his. Example: If five pupils normally cross at a stop everyday and on arriving at that stop you see only four pupils, as soon as you step into the roadway, ask the first pupil if she or he knows where the missing pupil is. This pupil may say that the missing pupil was taken to school by a parent or is ill today. Be cautious and continue looking for the missing pupil to come running to the bus. Late arriving pupils can create a very dangerous situation. Never become complacent with the routine events at a bus stop; always look for unusual conditions and situations during the loading and unloading of pupils.</p> <p>In another situation, the pupils may have already crossed the roadway before the bus arrives. If so, count the pupils once you have pulled into the stop to see if everyone is there. If everyone is not there, start looking across the roadway for a late arriving pupil. Pupils should be instructed never to cross the roadway</p>

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	<p>while the bus is approaching; they should wait until the driver implements the required crossover procedures. In the case of pupils in grades nine through twelve, the driver may, but is not required to, physically escort the pupils across the roadway. In either case, the driver must provide these pupils the protection of the flashing red signal lights and stop signal arm (if applicable). Pupils should never cross a roadway until the driver is prepared for them to cross and verbally instructs them to do so.</p> <p>Note: School administration policies and procedures may require school bus drivers to escort high school pupils across highways.</p> <p>During any bus loading or unloading situation, always look for preschool-age children who may be close by. Preschoolers tend to be fearless of the size and power of a school bus and may want to approach or be near it. Additionally, animals, such as dogs, can cause problems. Warn pupils to keep their pets away from bus stops. Be sure that all pedestrians and animals are far enough away from the bus and out of the danger zones before moving the bus. Remember, the loading and unloading of passengers is one of the most dangerous procedures you have to perform. There is no room for mistakes!</p>

REFERENCE	CONTENT
	<p><u>SPECIAL LOADING AND UNLOADING CONDITIONS</u></p> <p>Loading and Unloading at a Bus Turnaround</p> <p>It is best not to back a bus anytime when pupils are present unless an adult is assisting on the outside. If you must back, sound the horn before backing to warn people around the bus.</p> <p>25257.5 VC You may use your emergency flashing lights (these are your front and rear turn signal lights [amber] that flash simultaneously, not your flashing red light signal system [crossover lights]) when backing.</p> <p>Lets discuss a backing maneuver in order to turn around. You are on a morning route picking up pupils at a turnaround point. Always stop and load the pupils before turning around. By loading them first, you will know where the pupils are. Then perform the backing maneuver.</p>

REFERENCE	CONTENT
	<div data-bbox="477 268 1432 968">  <p data-bbox="639 930 1273 968">Figure Unit VII-14. Loading at a turnaround</p> </div> <p data-bbox="477 1056 1432 1207">On the return route always perform the backing maneuver first. During behind-the-wheel training, you will receive instructions on the proper procedures to use during this maneuver.</p>

REFERENCE	CONTENT
	<div data-bbox="477 268 1432 968">  <p data-bbox="630 926 1300 961">Figure Unit VII-15. Unloading at a turnaround</p> </div> <p data-bbox="477 1052 1341 1146">Note: Draw a diagram of a bus turnaround and explain the proper procedures.</p> <p data-bbox="191 1171 358 1266">22112(b) VC School Bus</p> <p data-bbox="477 1171 1406 1388">Never take it upon yourself to make a decision about where a bus stop should be located. Discuss the issue with your supervisor. All bus stops must be approved before being used. If you feel a concern for safety at a stop, call the situation to the attention of your supervisor.</p> <p data-bbox="191 1535 334 1566">School Bus</p> <p data-bbox="477 1472 1130 1507">School Site Loading and Unloading Zones</p> <p data-bbox="477 1535 1432 1864"><i>Vehicle Code</i> Section 22112 no longer requires a school bus driver to operate the flashing red signal lights and stop signal arm at school bus loading zones on or adjacent to school grounds when lawfully stopped or parked. School parking lots and loading zones can be very hazardous for school bus drivers. Use extreme caution when driving into and out of school loading zones. These areas become even more hazardous when the weather is bad and traffic increases.</p>

REFERENCE	CONTENT
	<p>It is extremely important that training for new drivers include visitations and procedural instructions for each school loading and unloading zone.</p> <p>Note: Take each trainee to all school sites, stop the vehicle, and discuss the following items with the trainee:</p> <ul style="list-style-type: none"> • Number of buses at the school. • Loading and unloading times. • Parent traffic. • If more than one bus, who is the lead driver or person in charge? • Type of schedules (staggered or single dismissal). • If buses are assigned parking locations, are they assigned by bus number or route number, and where are their parking positions? • If buses are parallel parked, they should be bumper to bumper to prevent pupils from running between the buses and into the path of another vehicle. • Location and related problems with visitor parking and faculty parking areas. • Problems that could be created by the location of the playground, bicycle racks, etc. • Entrances and exits, width of roads, sharp turns, dips in the road, speed bumps, and trees or shrubbery that may obstruct the vision of the driver in the loading zones. • The order of leaving the loading areas. Drivers must carefully observe the movements of pupils walking, riding bicycles, or driving cars when leaving a school. • If a roof or canopy covers the loading zone, be certain that the height of the canopy will accommodate the highest school bus. • Problem objects such as gateposts or swinging gates.

REFERENCE	CONTENT
	<ul style="list-style-type: none"> • Some of the larger transit buses with automatic transmissions need more clearance between the road's surface and the lower part of the transmission. • Buses could get hung up on some driveways and suffer extensive damage. <p>Bus driver should be aware of the following additional concerns regarding school loading and unloading zones and the areas surrounding school sites. Bus drivers must not succumb to the frustrations of or become complacent about these added dangers. They must remain patient and cautious. Specific district and/or company policies relating to loading and unloading zones must be followed.</p> <ul style="list-style-type: none"> • The school site may be located so that traffic flows in only one direction. • Pupils who are not transported and walk to and from home may be in the area. • Many times parents transport their children to school in private vehicles. These parents are often in a hurry and may not be driving cautiously. • Sometimes a bus driver must back the bus in the loading and unloading zones. This maneuver creates a very dangerous situation, and district or company policies and procedures regarding backing must be followed to ensure pupil's safety. • Some school loading and unloading zones may not be designed to accommodate the larger buses. A situation may occur where other buses must wait on adjoining surface streets to enter the school site.

REFERENCE	CONTENT
	<p data-bbox="477 275 1365 405"><u>SPECIAL NEEDS PASSENGERS LOADING AND UNLOADING</u></p> <p data-bbox="477 443 1425 1073">The following procedures are recommended practices for the safe loading and unloading of special needs pupils. The Department recommends these practices for a majority of loading and unloading situations faced by transportation providers. These recommended practices are not all inclusive and care should be taken when conditions, circumstances, and individual disabilities require adjustments. The Individual with Disabilities Education Act (IDEA) requires the IEP team, including transportation professionals, to consider these special circumstances when rendering transportation criteria. Transportation providers of special needs pupils must understand that each pupil, do to their individual disability and environment is unique which create special conditions that must be taken into consideration when providing transportation.</p> <p data-bbox="477 1157 1425 1367">If a district or company transports passengers with disabilities on buses, the drivers of these vehicles will require additional instruction and behind-the-wheel training. It is important that the instructor for this part of the training be qualified and knowledgeable in all areas of transporting passengers with disabilities.</p> <p data-bbox="477 1398 1425 1724">Instructors should use as reference <u>Access & Mobility: A Guide for Transporting Students with Disabilities in California</u>, published by the California Association of School Transportation Officials. An additional resource is the University of Michigan Transportation Research Institute's brochure <u>Ride Safe</u>, which outlines the best practice standards for transporting students who travel in motor vehicles while seated in a wheelchair.</p>

REFERENCE	CONTENT
	<p>Note: All provisions of <i>Vehicle Code</i> Section 22112 are applicable to the loading and unloading of special education pupils. Special note should be taken of Section 22112(e) regarding the use of the flashing red signal light system when pupils need assistance to load or unload.</p> <p>Site selection is important. The curb should be wide enough to accommodate a wheelchair and driver/attendant. Lift-equipped vehicles should be used to simulate the blind transportation exercise. In this exercise, blindfold your trainee and let the trainee experience bus transportation from the riders perspective; for example, wheelchair lift procedures, blind ride, and blind curbing. Inclement weather can pose a problem. However, it is important for the trainees to experience the unique situations that inclement weather can cause. Therefore, do not let the weather alter your training schedule.</p> <p>The following lesson will deal with the procedures for loading and unloading ambulatory and wheelchair-dependent passengers.</p> <p>Special education pupils are usually picked up and discharged at their places of residence. Regular procedures would be followed step by step when approaching the stop and up to the point of opening the door or lowering the lift and leaving the stop.</p> <p>Note: Emphasize proper mirror use, the danger zones, and communication between the driver, the pupils, and the public.</p> <p>Loading Ambulatory Pupils</p> <p>If the pupils disability does not affect the use of his or her legs, arms, or hands; allows walking; and requires no assistance, the driver would follow regular-</p>

REFERENCE	CONTENT
<p>1226 13 CCR</p> <p>School Bus</p>	<p>loading procedures. Do not move the bus until the pupil is seated and the seat restraint is fastened, if the bus is so equipped. If the pupils disability requires assistance for the pupil to board the bus, utilize the following procedures.</p> <p><u>ACCOUNT FOR ALL PUPILS BEFORE MOVING THE BUS.</u></p> <p>Note: The Department does not recommend using the wheelchair lift for ambulatory students who cannot enter or exit the bus through the front-loading door. These students should be provided a wheelchair when using the wheelchair lift to load or unload from the bus. Emphasize proper mirror use, the danger zones, and communication between the driver, pupils, and the public.</p> <p>Loading Through the Front Door, Assistance Required</p> <p>Stop the bus at a loading zone that is approved and safe. The loading zone should be on flat level ground, without rough surfaces or barriers.</p> <ul style="list-style-type: none"> • Set the vehicle's parking brake. • Place a standard transmission in first or reverse gear and an automatic transmission in the park position. • Turn off the engine; remove the ignition key, and unfasten the driver's seat belt. • Exit the vehicle; and stand behind the pupil during the pupil's entry into the vehicle (you can assist pupils from this location). • Follow the pupil to the seat and assist him or her with the seat restraint, if necessary. • Return to the driver's seat and follow the regular procedures for leaving the bus stop. <p><u>ACCOUNT FOR ALL PUPILS BEFORE MOVING THE BUS.</u></p> <p>Note: Emphasize proper mirror use, the danger zones, and</p>

REFERENCE	CONTENT
	<p>communication between the driver, pupils, and the public.</p> <p>Loading Wheelchair Pupils</p> <p>Note: Prior to transporting pupils in wheelchairs, drivers must read and be proficient with the wheelchair lift and wheelchair securement system manufacturer's instructions and procedures. Drivers must stay focused on the task of loading pupils safely, taking great care to avoid potentially dangerous distractions and inattention.</p> <p>Stop the bus at a loading zone that is approved and safe. The loading zone should be on flat level ground, without rough surfaces or barriers and with sufficient space for the wheelchair lift to unfold and provide access for the wheelchair to safely be positioned on the lift.</p> <ul style="list-style-type: none"> • Set the vehicle's parking brake. • Place a standard transmission in first or reverse gear and an automatic transmission in the park position. • Turn off the engine; remove the ignition key, and unfasten the driver's seat belt. • Exit the vehicle; open and secure the lift door(s), and lower the lift from the outside. Check the pupils' wheelchair for compliance with 13 CCR Section 1293(g) (brakes, restraining belt, and batteries if so equipped), and that the wheelchair will properly fit on the lift platform. If the wheelchair is equipped with the vehicle transportation option, locate the four securement points. These securement points should be labeled with a hook symbol. • When the lift is at ground level, manually back the wheelchair onto the lift so that the pupil faces outward, and as close to the vehicle as possible without interference with the lift. The wheelchair's electric

REFERENCE	CONTENT
	<p>power should be off while the wheelchair is entering or exiting the lift, and at all times while on the lift. With the power off make sure that either the wheelchair's motor gears are locked and/or the independent brake system is locked. Secure the wheelchair's brakes, and if the lift is equipped with a safety belt, it must be used. If the wheelchair is electric powered, turn off the power at the controls or joystick.</p> <ul style="list-style-type: none"> • Instruct the pupil to keep their hands on their lap, safely away from the lift; make sure that the lift safety or toe guard is operating properly. <p>Note: Follow district or company policy on the position of the driver during the operation of the lift. Some districts or companies require that the driver ride the lift with the pupil, and others require the driver to remain on the ground next to the lift.</p> <ul style="list-style-type: none"> ○ Stand balanced on the lift platform with one hand solidly holding the wheelchair and with the other hand operate the lift controls. Always have a solid hold on the wheelchair at all times while it is on the lift. ○ Stand to the side of the lift with one hand solidly holding the wheelchair and with the other hand operate the lift controls. Always have a solid hold on the wheelchair at all times while it is on the lift, don't stand under or in front of the lift when it is being raised or lowered. <p>Note: 13 CCR Section 1293(e), No loading device shall be constructed or operated in a manner that requires the driver to leave a pupil unattended on the loading device outside the passenger compartment, nor shall any driver permit a pupil to be unattended on a loading device outside the passenger compartment.</p> <ul style="list-style-type: none"> • Once the lift has reached vehicle floor level; release the wheelchair

REFERENCE	CONTENT
	<p>brakes; check the clearance between the pupil's head and the top of the lift door opening.</p> <ul style="list-style-type: none"> Manually (including powered wheelchairs) move the pupil off the lift and inside the vehicle to the wheelchair securement position, and lock the wheelchair brakes. Secure the wheelchair securement devices or fasteners as per district or company policy and securement system manufactures instructions. <p>Note: School buses manufactured on or after January 17, 1994 are required to be designed and equipped to transport wheelchairs forward facing and with four points of restraint (FMVSS 222). The Department recommends that drivers comply with FMVSS 222, the wheelchair and restraint system manufacturers operating instructions, and the individual pupils IEP for proper wheelchair positioning and restraint procedures.</p> <ul style="list-style-type: none"> Secure the lift; place the lift cover over the lift, and close the lift door. Enter the vehicle and follow the regular procedures for leaving the bus stop. <p><u>ACCOUNT FOR ALL PUPILS BEFORE MOVING THE BUS.</u></p> <p>Note: Emphasize proper mirror use, the danger zones, and communication between the driver, pupils, and the public.</p> <p>Unloading Ambulatory Pupils</p> <p>Pupils must remain seated until the bus comes to a complete stop. If the pupils disability does not affect the use of her or his legs, arms, or hands and allows walking, follow the regular unloading procedures. If the pupils disability requires the use of braces, crutches, or other appliances, utilize the following procedures.</p> <p><u>ACCOUNT FOR ALL PUPILS BEFORE MOVING THE BUS.</u></p>

REFERENCE	CONTENT
<p>1226 13 CCR</p> <p>School Bus</p>	<p>Note: the Department does not recommend using the wheelchair lift for ambulatory students who cannot enter or exit the bus through the front-loading door. These students should be provided a wheelchair when using the wheelchair lift to load or unload from the bus. Emphasize proper mirror use, the danger zones, and communication between the driver, pupils, and the public.</p> <p>Unloading Through the Front Door, Assistance Required</p> <p>Stop the bus at an unloading zone that is approved and safe. The unloading zone should be on flat level ground, without rough surfaces or barriers.</p> <ul style="list-style-type: none"> • Set the vehicle's parking brake. • Place a standard transmission in first or reverse gear, or an automatic transmission in the park position. • Turn off the engine; remove the ignition key, and unfasten the driver's seat belt. • Help the pupil remove the seat restraint (if necessary). The pupil walks behind you to the front of the vehicle. • Exit the vehicle first and stand outside, facing the pupil (you can assist pupils from this location). If necessary assist the pupil as they exit the vehicle. • Enter the vehicle and follow the regular procedures for leaving the bus stop. <p><u>ACCOUNT FOR ALL PUPILS BEFORE MOVING THE BUS.</u></p> <p>Note: Emphasize proper mirror use, the danger zones, and communication between the driver, pupils, and the public.</p> <p>Unloading Wheelchair Pupils</p> <p>Note: Prior to transporting pupils in wheelchairs, drivers must read and</p>

REFERENCE	CONTENT
	<p>be proficient with the wheelchair lift and wheelchair securement system manufacturer's instructions and procedures. Drivers must stay focused on the task of unloading pupils safely, taking great care to avoid potentially dangerous distractions and inattention.</p> <p>Stop the vehicle at an unloading zone that is approved and safe. The unloading zone should be on flat level ground, without rough surfaces or barriers and with sufficient space for the wheelchair lift to unfold and provide access for the wheelchair to safely leave the lift.</p> <ul style="list-style-type: none"> • Set the vehicle's parking brake. • Place a standard transmission in first or reverse gear and an automatic transmission in the park position. • Turn off the engine; remove the ignition key, and unfasten the driver's seat belt. • Exit the vehicle; open and secure the lift door(s); position the lift at vehicle floor level, and reenter the vehicle. • Remove the wheelchair securement devices; unlock the wheelchair brakes; check the clearance between the pupil's head and the top of the lift door opening, and manually (including powered wheelchairs) position the pupil's wheelchair on the lift. The wheelchair should be positioned on the lift so that the pupil faces outward, and as close to the vehicle as possible without interference with the lift. Secure the wheelchair's brakes, and if the lift is equipped with a safety belt, it must be used. If the wheelchair is electric powered, turn off the power at the controls or joystick while the wheelchair is on the lift. The wheelchair's electric power should be off while the wheelchair is entering or exiting the lift, and at all times while on the lift. With the power off make sure that either the wheelchair's motor gears are locked and/or the

REFERENCE	CONTENT
	<p>independent brake system is locked.</p> <ul style="list-style-type: none"> • Instruct the pupil to keep their hands on their lap, safely away from the lift; make sure that the lift safety or toe guard is operating properly. <p>Note: Follow district or company policy on the position of the driver during the operation of the lift. Some districts or companies require that the driver ride the lift with the pupil, and some require the driver to remain on the ground next to the lift.</p> <ul style="list-style-type: none"> ○ Stand balanced on the lift platform with one hand solidly holding the wheelchair and with the other hand operate the lift controls. Always have a solid hold on the wheelchair at all times while it is on the lift. ○ Stand to the side of the lift with one hand solidly holding the wheelchair and with the other hand operate the lift controls. Always have a solid hold on the wheelchair at all times while it is on the lift, don't stand under or in front of the lift when it is being raised or lowered. <p>Note: 13 CCR Section 1293(e), No loading device shall be constructed or operated in a manner that requires the driver to leave a pupil unattended on the loading device outside the passenger compartment, nor shall any driver permit a pupil to be unattended on a loading device outside the passenger compartment.</p> <ul style="list-style-type: none"> • Once the lift has reached ground level; release the wheelchair brakes, and manually move the pupil forward off the lift. Set the wheelchair's brakes, secure the wheelchair, and on powered wheelchairs reengage the power. • Secure the lift; place the lift cover over the lift, and close lift door. • Store the wheelchair securement devices or fasteners as required in 13

REFERENCE	CONTENT
	<p data-bbox="573 275 1292 310"><i>CCR</i> Section 1293(f)(3)(A), and district or company policy.</p> <ul data-bbox="526 336 1395 428" style="list-style-type: none"> <li data-bbox="526 336 1395 428">• Reenter the bus and follow the regular procedures for leaving the bus stop. <p data-bbox="477 453 1321 489"><u>ACCOUNT FOR ALL PUPILS BEFORE MOVING THE BUS.</u></p> <p data-bbox="477 514 1252 606">Note: Emphasize proper mirror use, the danger zones, and communication between the driver, pupils, and the public.</p> <p data-bbox="477 632 1412 846">Every year in California there are several school bus collisions in which school bus drivers have driven off with the wheelchair lift down or extended. There is no excuse for this type of accident. Be sure all pupils, wheelchairs, and equipment are secured before placing the school bus in motion.</p>

REFERENCE	CONTENT
<p>Transit Bus</p>	<p style="text-align: center;"><u>LOADING AND UNLOADING TRANSIT BUSES</u></p> <p>Service Stops</p> <p>The loading and unloading procedures for transit buses differ only slightly from those for other types of buses. Although the terminology used in transit operations is different, the safety concepts and defensive driving techniques are generally the same. The main difference is the transit drivers lack of control over the conduct of customers while loading or unloading. However, there is no difference in the level of responsibility the driver has for the safety of the customers. To help achieve the highest possible safety level and to maximize the quality of service expected, follow the following procedures for entering a bus stop:</p>

REFERENCE	CONTENT
	<div data-bbox="475 268 1430 1396"> </div> <p data-bbox="581 1430 1328 1472">Figure Unit VII-16. Transit loading and unloading</p> <p data-bbox="475 1560 1360 1654">Note: Draw a diagram of a roadway and boarding zone. Follow and explain each of the following steps for a service stop.</p> <p data-bbox="475 1680 1425 1717"><u>Service stop:</u> A location where a transit bus stops to load or unload customers</p> <p data-bbox="475 1738 1409 1833"><u>Boarding zone:</u> The actual area in which a transit bus stops to load or unload customers</p> <ol data-bbox="475 1858 1203 1896" style="list-style-type: none"> 1. Begin slowing the bus in preparation for the service stop.

REFERENCE	CONTENT
	<ol style="list-style-type: none"> <li data-bbox="477 275 1393 369">2. Apply the brakes with enough pressure to activate the stoplights so following vehicles will have an indication that the bus is preparing to stop. <li data-bbox="477 394 1393 489">3. Check all mirrors to ensure that traffic is clear and it is safe to turn to the right and stop. <li data-bbox="477 514 1393 609">4. Activate the right-turn signal indicator during the last 100 feet prior to turning into the boarding zone. <li data-bbox="477 634 1393 789">5. Approach the boarding zone slowly and with extreme care, giving due consideration to the roadway's surface (wet or slippery, slopes sharply to the right, rough ground, etc.). <li data-bbox="477 814 1393 1146">6. Stop the bus at a safe, forward location in the boarding zone and approximately 6 to 12 inches from the curb. This distance allows the passengers to step comfortably from the curb to the bus. When possible, ensure that both doors are clear of any obstructions before opening the doors (e.g., poles, trees, puddles). Consider also the clearance needed to deploy the wheelchair lift. <p data-bbox="477 1171 1393 1205">Note: Emphasize the danger zones around the exterior of the bus.</p> <ol style="list-style-type: none"> <li data-bbox="477 1230 1393 1325">7. Once stopped, keep the service brake pedal depressed and cancel the turn signal indicator. <li data-bbox="477 1350 824 1383">8. Apply the parking brake. <p data-bbox="477 1409 1393 1564">Note: During the loading and unloading of customers, the driver may allow the bus's engine to continue to run or shut the engine off as dictated by agency or company policy.</p> <ol style="list-style-type: none"> <li data-bbox="477 1589 1393 1801">9. Engine on: Standard transmissions should be placed in neutral, and automatic transmissions should be placed in the park position. Engine off: Standard transmissions should be placed in first or reverse gear, and automatic transmissions should be placed in the park position. <p data-bbox="477 1827 1393 1860">Note: On vehicles with automatic transmissions that do not have a park</p>

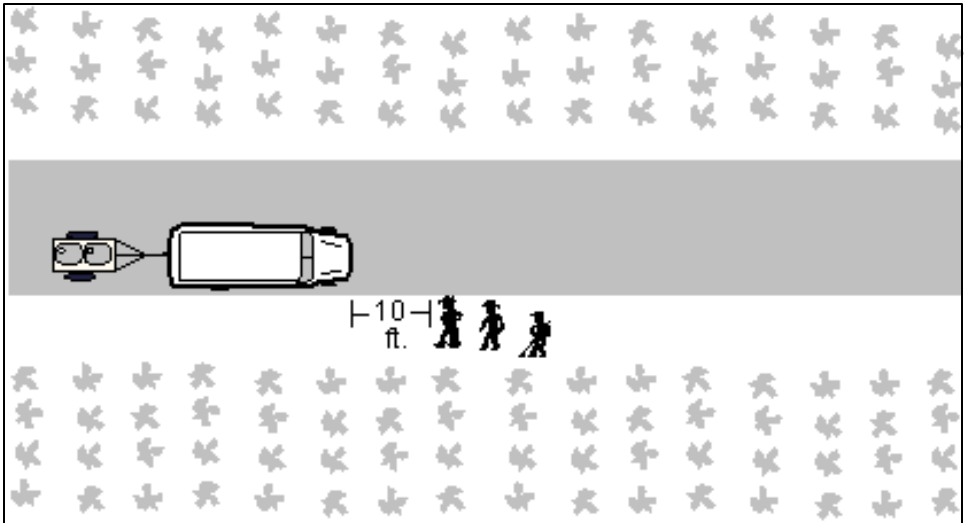
REFERENCE	CONTENT
	<p>position, the transmission shall be placed in neutral.</p> <p>10. Open the entrance doors when you are ready to load customers. Caution and assist customers when the boarding zone includes hazards. Ask boarding customers to wait outside the bus while customers who are unloading leave the bus.</p> <p>Note: Use the public address system (if applicable) to reinforce safe loading and unloading procedures.</p> <p>11. Observe and use interior and exterior mirrors to ensure that all customers are clear of the doors and have safely boarded and/or exited from the bus. Close the open doors.</p> <p>Note: Before placing the bus in motion, make sure customers moving to seats or standing are prepared for movement of the bus. Make sure, too, that all standing customers are behind the line that standees must be behind at the front of the bus.</p> <p>12. Place the transmission in gear and release the parking brake.</p> <p>13. Check for traffic, using all mirrors; recheck the right mirrors before moving the bus; turn on the left-turn signal indicator; remove your foot from the service brake; when safe to do so, pull into the flow of traffic; cancel the turn signal indicator; regain road speed; and proceed to the next service stop.</p> <p>Note: Given the activity that occurs in and around transit bus stops, it is of the utmost importance that instructors emphasize proper mirror use, the danger zones around the exterior of the bus, and communication between the driver and the public.</p> <p>Questions?</p>

REFERENCE	CONTENT
	<p data-bbox="477 275 690 310">Kneel Feature</p> <p data-bbox="477 340 1425 552">The transit bus kneel feature operates by air pressure lowering the front suspension system and the front door. This feature is used when customers have difficulty entering or leaving the bus. The kneel feature is operated by a switch commonly found on the dashboard.</p> <p data-bbox="477 638 1235 674">Be aware of the following when operating the bus kneel feature:</p> <ol data-bbox="477 697 1425 1266" style="list-style-type: none"> <li data-bbox="477 697 1425 732">1. Make sure the bottom edge of the doorstep is not positioned over the curb. <li data-bbox="477 756 1425 909">2. The kneeler has a sensitive edge designed to detect obstacles. If the kneeler's sensor detects an obstacle, reverse the system, remove the obstacle or move the bus, and lower the kneeler again. <li data-bbox="477 932 1425 1031">3. A horn or buzzer will sound and/or a light will flash when the system is in operation. <li data-bbox="477 1054 1425 1152">4. Caution customers to stand clear of the steps and the outside of the bus while the system operates. <li data-bbox="477 1176 1425 1266">5. Do not raise the kneeler until all customers have boarded the bus and are clear of the steps. <p data-bbox="477 1331 719 1367">Wheelchair Lift</p> <p data-bbox="477 1396 1425 1608">Most transit buses are equipped with wheelchair lifts and securement systems that meet requirements of the Americans with Disabilities Act. Use of the lift system is not restricted to wheelchair-bound customers. It may be used for any customer who has difficulty using the steps when entering or leaving the bus.</p> <p data-bbox="477 1694 1110 1730">Be aware of the following when operating the bus lift:</p> <ol data-bbox="477 1753 1425 1852" style="list-style-type: none"> <li data-bbox="477 1753 1425 1852">1. Select a flat open area, giving consideration to the slope or crown of the roadway.

REFERENCE	CONTENT
	<ol style="list-style-type: none"> <li data-bbox="477 275 1427 485">2. Make sure the customer has a safe and clear path to approach or leave the lift. Never deploy the lift where trees, poles, fire hydrants, or any other obstruction could jeopardize the safety of the customer or damage the equipment. <li data-bbox="477 512 1427 667">3. Ask if the customer has used a transit bus lift before. If the customer has not, explain the lift and securement procedures, and assist the customer if necessary. <li data-bbox="477 695 1427 730">4. Caution all customers to remain clear of the lift while it is in operation. <li data-bbox="477 758 1427 793">5. Properly stow the lift before proceeding.

REFERENCE	CONTENT
	<p data-bbox="475 275 808 310">Brake/Door Interlock</p> <p data-bbox="475 340 1425 730">Many transit buses have an added safety feature called the brake/door interlock system. This system is designed to set the brakes on at least one axle of the bus when the front or rear door, or both door(s) are open (some buses have interlock on only one door). The driver activates the system by moving the door control to the open position. This locks the bus's brakes and prevents the vehicle from moving. The brake/door interlock should never be used as a parking brake or to stop the bus.</p> <p data-bbox="475 795 1304 842"><u>TRANSPORTING OF SENIOR CITIZENS</u></p> <p data-bbox="475 892 1425 1104">Transportation providers who transport senior citizens must establish a feeling of understanding and respect between the drivers, senior citizens, and people with limited mobility. Safety is always the primary concern in transporting passengers.</p> <p data-bbox="475 1190 1425 1640">Two extremely important elements in providing safe transportation for senior citizens and adults with disabilities are empathy and compassion. Making these passengers feel comfortable and secure is very important. Regular loading and unloading procedures apply in the transportation of senior citizens. Remember, however, that additional time may be necessary to accommodate these passengers. Transportation providers should place special emphasis on proper lift operation, loading and unloading procedures, and any additional policies that relate to the safety of all concerned.</p>

REFERENCE	CONTENT
	<div data-bbox="477 268 1224 405" data-label="Section-Header"> <h2><u>TRANSPORTING OF FARM LABOR WORKERS</u></h2> </div> <div data-bbox="477 495 1432 1190" data-label="Text"> <p>Transportation providers who transport farm labor workers must establish a safe and healthy environment within the farm labor vehicle. Safety as always is the primary concern in transporting farm labor workers. Two extremely important elements in providing safe transportation for these workers are the (1) dedication of the transportation provider to providing a properly maintained vehicle and a professional driver properly trained and licensed; and (2) dedication to consistent application of state and federal laws and regulations. Regular loading and unloading procedures apply in the transportation of farm labor workers. Understand that the agricultural environments these vehicles operate in demand special techniques and procedures. Transportation providers must emphasize proper loading and unloading procedures, handling of tools, and additional policies that relate to the safety of all concerned.</p> </div> <div data-bbox="477 1268 1432 1820" data-label="Image"> <p>The diagram shows a top-down view of a road intersection. A large white truck is positioned on the road, facing right. A dashed line indicates a 10-foot distance between the truck and a group of three workers standing near a building. The workers are carrying boxes. The building has a sign that reads "Figure VII-17. Transporting farm workers to work".</p> </div>

REFERENCE	CONTENT
1216(e) 13 CCR	<p data-bbox="475 275 1435 548">Section 1216(e) of the <i>California Code of Regulations, Title 13</i>, requires that all cutting tools or tools with sharp edges carried in the passenger compartment of a farm labor vehicle be placed in covered containers. All other tools, equipment, or materials carried in the passenger compartment shall be secured to the body of the vehicle.</p> <div data-bbox="475 625 1435 1144">  <p>The diagram shows a top-down view of a farm labor vehicle, represented by a white rectangle with a black outline, moving from left to right on a gray road. Behind the vehicle, a white line marks the start of a 10-foot safety zone, indicated by a bracket and the text '10 ft.'. Within this zone, three black silhouettes of workers are walking. The road is flanked by fields, represented by a grid of small gray star-like symbols. The entire diagram is enclosed in a black rectangular border.</p> </div> <p data-bbox="621 1178 1287 1213">Figure VII-18. Transporting farm workers home</p>

REFERENCE	CONTENT
	<p style="text-align: center;"><u>ACCIDENT SCENARIOS</u></p> <p>Note: The following examples of accidents illustrate how easily bus drivers can become involved in potentially life-threatening situations. Instructors may adjust these scenarios to suit the particular needs of their organizations. Use accidents that have occurred in your area involving passenger loading or unloading as examples and discuss them during this lesson.</p> <p>The following scenarios illustrate the reasons bus drivers should never take anything for granted. Drivers must use all of their mirrors and look several times in all directions before moving the bus. In addition, drivers should teach their passengers to stay to the front of the bus far enough (at least 10 feet) so that passengers can be seen and avoid the danger zones.</p> <p><u>Scenario #1.</u> A school bus has pulled off the roadway and stopped at a bus stop to discharge an elementary student who lives on the left side of the highway. In such situations the school bus driver is required by law to escort the student across the roadway and use the amber lights (if the bus is so equipped); the flashing red signal (crossover) lights; and the stop signal arm (if so equipped). However, the school bus driver failed to follow these requirements; and the child was struck by a truck and killed. Was this collision preventable?</p> <p>Draw the collision and explain how it could have been prevented.</p> <p><u>Scenario #2.</u> The bus stop is located on the right side of the highway. One day, the driver was turned around in his seat talking with pupils as they boarded the bus. After several pupils had entered the bus, the driver turned to face forward, closed the door, checked traffic on the left side and started to merge into the traffic lane. Suddenly, all onboard the bus felt it strike an object. The</p>

REFERENCE	CONTENT
	<p data-bbox="475 275 1424 548">driver did not see a little boy who was late and running toward the bus from the rear and ran over the child causing fatal injuries. The driver was turned facing the entrance door and distracted by the other passengers. This fatal mistake was compounded by the driver's failure to properly use the bus's mirrors and ensure that the danger zones were clear before moving the bus.</p> <p data-bbox="475 632 1424 968">This example teaches us that children must be shown the correct procedures to follow under such conditions. It also teaches us that if a drivers attention is diverted away from following the proper loading and unloading procedures, he or she must make sure that no one is in the bus danger zones prior to the driver moving the bus. It is imperative that drivers recheck all mirrors before moving from their stopped position.</p>

REFERENCE	CONTENT
	<p data-bbox="477 275 1409 321" style="text-align: center;"><u>JUDICIAL PERSPECTIVE ON COMPLIANCE</u></p> <p data-bbox="477 417 1430 1583"> The Fifth District Court of Appeal provided a judicial perspective on compliance with <i>Vehicle Code</i> Section 22112 (225 Cal. App. 3d371). The court held a district responsible for complying with <i>Vehicle Code</i> Section 22112 in situations where the district, in the exercise of reasonable care, knew or should have known that at least one pupil being discharged from the bus needed to cross a roadway or highway in order to get to his or her residence or other customary after-school destination. The fact that a child resides on the right side of a highway or roadway does not preclude the district from complying with Section 22112 when the district is aware that the child's customary after-school destination includes crossing the roadway upon which the bus stops. California case law is well established that once a school district undertakes to provide transportation for its pupils, it has a duty to exercise reasonable care under foreseeable circumstances. (<i>Case law: A school district has a legal duty to exercise reasonable care in supervising students in its charge (Hoyem v. Manhattan Beach City School District (1978) 22 Cal. 3d 508, 513).</i> This principle applies to students riding on school buses. <i>Education Code</i> Section 44808 "<i>Once a school district undertakes to provide transportation for its pupil, it has a duty to exercise reasonable care under the circumstances. (Farley v. El Tejon Unified School District (1990) 225 Cal. App. 3d 371, 376).</i> </p> <p data-bbox="477 1669 1430 1881"> Communication is one of the driver's most important responsibilities. It is essential that a driver communicate effectively with pupils, parents, and transportation administrators regarding the proper loading and unloading procedures and the continually changing conditions of school bus stops. Driving </p>

REFERENCE	CONTENT
	<p>instructors can provide additional training to develop a trainee’s communication skills and vastly improve the trainee’s effectiveness as a transportation professional.</p> <p>The Fourth District Court of Appeal provided perspective on the effect of communication. The court held that the bus drivers assurance to the parent that he would “watch out” for him (the pupil) reinforced the districts responsibility to exercise reasonable care. The District thus had an affirmative duty to protect the child from harm while he was in its custody. As a result of the drivers conversation with the parent, the court held that the driver voluntarily assumed responsibility for the child. The significance of this decision underscores the importance of communication in pupil passenger transportation and driver training.</p> <h2 data-bbox="477 1121 776 1171"><u>CONCLUSION</u></h2> <p>Although providing a safe and efficient passenger transportation system to the public is a team effort involving highly motivated and caring professionals, the ultimate responsibility of loading and unloading passengers safely rests with the driver. Professional drivers must be diligent and consistent in following the recommended procedures if they are to prevent accidents from occurring. Dedication to this goal is not only desired, but also demanded of the industry. The public expects and demands a degree of safety be provided to passengers at a level that far exceeds that expected of the average motorist. Zero tolerance for error is the goal; a mistake by a bus driver may cost someone a daughter or son, a brother or sister, a father or mother.</p>

REFERENCE	CONTENT
	<p style="text-align: center;"><u>UNIT TEST</u></p> <p style="text-align: center;"><u>LOADING AND UNLOADING SCHOOL BUS</u></p> <p style="text-align: center;"><u>PASSENGERS</u></p> <ol style="list-style-type: none"> 1. A school bus driver must turn on the flashing red light signal system and activate the stop signal arm (if so equipped) at all stops where pupils load or unload from the bus. T____F____ 2. All pupils at or below the twelfth grade level may be escorted across the road or highway upon which the school bus is stopped. T____F____ 3. The California Highway Patrol is responsible for designating all school bus stops. T____F____ 4. A school bus may stop to load or unload pupils to the left or roadway side of a stopped, parked, or standing vehicle, within a business or residence district and where the speed limit is 25 miles per hour or less. T____F____ 5. Under no circumstances may a school bus utilize a transit systems bus stop to load or unload pupils. T____F____ 6. The school bus must be within 24 inches and parallel of a curb when stopped to load or unload pupils. T____F____ 7. A school bus driver may use the four-way hazard warning lights (front and rear turn signal lights) while stopped to load or unload pupils. T____F____

REFERENCE	CONTENT
	<p data-bbox="483 275 1409 348">8. When the driver exits the school bus with children aboard, the bus ignition keys must remain in the drivers possession.</p> <p data-bbox="526 394 693 430">T____F____</p> <p data-bbox="483 476 1398 550">9. If an accident takes place during the loading or unloading procedure, it is often fatal.</p> <p data-bbox="526 596 693 632">T____F____</p> <p data-bbox="477 678 1401 751">10. The law requires all pupils in prekindergarten, kindergarten, and grades 1 through 8 to be escorted across a highway by the school bus driver.</p> <p data-bbox="526 798 693 833">T____F____</p>

REFERENCE	CONTENT
	<p style="text-align: center;"> <u>UNIT TEST KEY</u> <u>LOADING AND UNLOADING SCHOOL BUS</u> <u>PASSENGERS</u> </p> <p>1. F</p> <p>2. T</p> <p>3. F</p> <p>4. T</p> <p>5. F</p> <p>6. F</p> <p>7. F</p> <p>8. T</p> <p>9. T</p> <p>10. T</p>

REFERENCE	CONTENT
	<p style="text-align: center;"><u>UNIT TEST</u></p> <p style="text-align: center;"><u>LOADING AND UNLOADING SPAB</u></p> <p style="text-align: center;"><u>PASSENGERS</u></p> <ol style="list-style-type: none"> 1. A school pupil activity bus (SPAB) shall not stop within 15 feet of the driveway entrance to any fire station. T____F____ 2. Whenever the driver of a SPAB stops to load or unload pupils on a highway or private road, he or she must activate the turn signals on four-way flash to stop traffic and allow pupils to cross the roadway. T____F____ 3. The driver of a SPAB shall stop to receive or discharge pupils only at bus stops designated by the district superintendent. T____F____ 4. When parking on a highway with adjacent curbs, a SPAB must be parked or stopped no more than 24 inches from the curb. T____F____ 5. If a SPAB approaches a school bus with red lights flashing, the SPAB does not need to stop. T____F____ 6. The driver of a SPAB may not allow anyone to interfere with his or her vision to the front or sides or the rearview mirror. T____F____ 7. A SPAB driver may eject an unruly pupil from the bus at any location. T____F____

REFERENCE	CONTENT
	<p data-bbox="477 275 1414 390">8. A California Highway Patrol vehicle inspection certificate is posted in each SPAB and lists the passenger capacity. During an emergency a SPAB driver may exceed the posted capacity.</p> <p data-bbox="527 432 691 468">T____F____</p> <p data-bbox="477 512 1403 585">9. Passengers are permitted to stand in the step well of a SPAB while it is in motion.</p> <p data-bbox="527 630 691 665">T____F____</p> <p data-bbox="477 709 1240 745">10. A SPAB may transport passengers with the front door ajar.</p> <p data-bbox="527 789 691 825">T____F____</p>

REFERENCE	CONTENT
	<p data-bbox="782 275 1125 321" style="text-align: center;"><u>UNIT TEST KEY</u></p> <p data-bbox="576 359 1328 405" style="text-align: center;"><u>LOADING AND UNLOADING SPAB</u></p> <p data-bbox="805 443 1101 489" style="text-align: center;"><u>PASSENGERS</u></p> <ol data-bbox="532 527 602 1094" style="list-style-type: none"> 1. T 2. F 3. T 4. F 5. F 6. T 7. F 8. F 9. F 10. F

REFERENCE	CONTENT
	<p style="text-align: center;"><u>UNIT TEST</u></p> <p style="text-align: center;"><u>LOADING AND UNLOADING TRANSIT BUS</u></p> <p style="text-align: center;"><u>PASSENGERS</u></p> <ol style="list-style-type: none"> 1. A transit passenger loading or unloading area may be utilized by school buses. T____F____ 2. A transit bus may be stopped or parked attended or unattended that is within 10 feet of a driveway to a fire station. T____F____ 3. Transit bus drivers are responsible for escorting across the highway any pupil riding their bus and desiring to cross the highway or private road the bus is stopped on. T____F____ 4. The driver of a transit bus does not need to stop when meeting a school bus with the flashing red light signal system activated. T____F____ 5. A transit bus driver cannot transport any greater amount of baggage than can conveniently be carried without causing unreasonable inconvenience to passengers. T____F____ 6. Standing passengers are at a greater risk of being injured when the bus is in motion. T____F____ 7. The door of a transit bus may be open while the bus is in motion with passengers on board. T____F____

REFERENCE	CONTENT
	<p data-bbox="483 317 1421 386">8. Passengers are not permitted in the front step well of any bus while the bus is in motion.</p> <p data-bbox="527 436 691 468">T____F____</p> <p data-bbox="483 518 1377 588">9. When there are adjacent curbs, a transit bus shall stop or park with the right wheels parallel to the curb and within 18 inches of it.</p> <p data-bbox="527 638 691 669">T____F____</p> <p data-bbox="477 720 1424 789">10. During rush-hour traffic, a transit bus driver must use extreme caution when approaching passenger loading and unloading areas.</p> <p data-bbox="527 840 691 871">T____F____</p>

REFERENCE	CONTENT
	<p style="text-align: center;"> <u>TEST KEY</u> <u>LOADING AND UNLOADING TRANSIT BUS</u> <u>PASSENGERS</u> </p> <ol style="list-style-type: none"> 1. T 2. F 3. F 4. F 5. T 6. T 7. F 8. T 9. T 10. T

REFERENCE	CONTENT
	<p style="text-align: center;"><u>UNIT TEST</u></p> <p style="text-align: center;"><u>LOADING AND UNLOADING FARM LABOR</u></p> <p style="text-align: center;"><u>VEHICLE PASSENGERS</u></p> <ol style="list-style-type: none"> It is permissible to park a farm labor vehicle on a crosswalk. T____F____ A farm labor vehicle may be parked in an unincorporated area on the roadway. T____F____ When parked or stopped on a highway, a farm labor vehicle may leave its headlamps on high beam. T____F____ A person operating a farm labor vehicle does not have to comply with the red crossing lamps of a school bus. T____F____ It is unlawful to operate any vehicle that is not safely loaded. T____F____ A farm labor vehicle may transport more passengers than is stated on the CHP Vehicle Inspection Approval Certificate. T____F____ Farm labor vehicles shall not be placed in motion until all passengers have been seated. T____F____ While passengers are aboard, the vehicle shall not be put into motion if the doors are open. T____F____

REFERENCE	CONTENT
	<p data-bbox="477 275 1349 310">9. Passengers are allowed in the step well while the vehicle is in motion.</p> <p data-bbox="527 352 691 388">T____F____</p> <p data-bbox="477 432 1390 506">10. A driver of a farm labor vehicle shall stop or parallel park the vehicle not more than 18 inches from the curb.</p> <p data-bbox="527 548 691 583">T____F____</p>

REFERENCE	CONTENT
	<p style="text-align: center;"> <u>TEST KEY</u> <u>LOADING AND UNLOADING FARM LABOR</u> <u>VEHICLE PASSENGERS</u> </p> <ol style="list-style-type: none"> 1. F 2. F 3. F 4. F 5. T 6. F 7. F 8. T 9. F 10. T

REFERENCE	CONTENT